

EBENEZER AME CHURCH
44 NASSAU STREET—CHARESTON, SC 29403
OFFICE (843) 723-4660 FAX (843) 723-1572
REV. DR. WILLIAM SWINTON JR. PASTOR

CONTACT: LAVERNE BROWN CELL # (843) 693 3117 OR LILLIAN SMALLS CELL # (843) 573 4674

APPLICATION FOR USE OF CHURCH FACILITIES **(NON-MEMBERS)**

DATE OF APPLICATION _____ IS THIS A COMMUNITY EVENT ___ YES ___ NO
NAME _____

ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____

CONTACT # () _____ - _____ HOME/CELL/WORK (CIRCLE WHICH ONE)

ALTERNATE # () _____ - _____ HOME/CELL/WORK (CIRCLE WHICH ONE)

DATE OF ACTIVITY _____ TIME OF ACTIVITY _____
TYPE OF ACTIVITY _____

(IF REHEARSAL DATE IS NEEDED PLEASE INDICATE: DATE _____ TIME: _____)

***** NOTE: YOUR PASTOR MUST CALL REV. SWINTON PRIOR TO YOUR WEDDING DATE*****

NAME OF PASTOR PERFORMING WEDDING: _____

NAME OF CHURCH: _____

TELEPHONE NUMBER (WHERE PASTOR CAN BE CONTACTED) _____

PLEASE MARK THE AREA YOU ARE REQUESTING TO USE:

SANCTUARY ONLY: \$600.00 (CUSTODIAL FEE -- \$50.00) TOTAL: \$650.00

EDUCATIONAL BLDG. & KITCHEN ONLY: \$450.00 (CUSTODIAL FEE --\$50.00) TOTAL \$500.00
(RECEPTION OR REHEARSAL DINNER)

SANCTUARY, EDUCATIONAL BLDG, & KITCHEN: \$1000.00 (CUSTODIAL FEE--\$75.00) TOTAL- \$1075.00

*******NOTE: 10 COURTESY TABLES WILL BE PROVIDED. ANY ADDITIONAL TABLES WILL BE SET UP FOR AN EXTRA FEE OF \$50.00*******

MANDATORY FEES:

PASTOR'S FEE (CONSULT THE PASTOR)

MUSIC/MEDIA FEE: \$100.00 (OCME=Operating of church equipment)

(VERY IMPORTANT: ALL FINANCIAL OBLIGATIONS MUST BE SATISFIED TWO (2) WEEKS BEFORE THE EVENT)

TOTAL AMOUNT OF APPLICATION: \$ _____ (INCLUDING CUSTODIAL FEES)

AMOUNT OF DEPOSIT PAID: \$ _____ DATE PAID _____

METHOD OF PAYMENT () CHECK # _____ () CASH AMOUNT DUE: _____

SIGNATURE OF PERSON RECEIVING DEPOSIT _____

BALANCE PAID _____ DATE BALANCE PAID _____

BALANCE RECEIVED BY: _____ () CHECK # _____ () CASH

******PLEASE SUBMIT ALL PAYMENTS TO THE CHURCH OFFICE ONLY******