

## First United Presbyterian Church of Milliken Colorado

### **Building use Policy**

First United Presbyterian Church considers the use of its property as an important part of the overall mission program. By assisting local community organizations, the church seeks to serve, as Christ would want us.

All groups whose programs are consistent with the mission of FUPC as approved by the Session can be considered for use of the church facility on a scheduled basis as part of the mission of First United Presbyterian Church.

The Colorado Division of Property Taxation has strict policies with respect to a church or synagogue and its tax-exempt status. The tax administrator has ruled that activities have to be: religious,  
educational,  
or of charitable nature.

We can rent to a for profit organization no more then 7 days per year. All other organizations must be of a non-profit nature and must not seek to use the church in an educational manner that would eventually lead to a profit status.

The Sanctuary is intended to be used for the worship and glory of God. Any function determined by the Session not to be compatible with this statement or with Presbyterian Law and custom will be deemed inappropriate use of the Sanctuary.

All reservations of rooms, dates and times are to be made in the church office and placed on the master calendar. Church-related groups will have priority.

Building use shall end no later than 10:30 p.m. except by prior approval.

All groups using church facilities shall be responsible for its condition during and after such use, as covered by the Conditions & Guidelines for Facilities, as addressed to each group's "person -in-charge".

All groups are responsible for any damage incurred during the time they are using the facilities, except where FUPC groups are covered by the church's insurance.

✓ Fire and insurance regulations require that there be NO SMOKING in the church facilities. Candles may only be used in a worship setting and require prior approval for all events other than regular worship services. There shall be no alcohol consumption or recreational drug use on church property by any church member, visitor or staff person. No weapons of any kind are allowed on church property. Any proposed change in this policy shall be brought before the Session.