

Mount Moriah Missionary Baptist Church
Post Office Box 2831, 1201 South Eighth Street
Paducah Kentucky 42002-2831

E-mail: mtmoriahmbe@att.net
Church: 270-443-3714

website: www.mmmbe.com,
Fax: 270-443-7125

Reverend Dr. Calvin R. Cole, Sr.
Pastor

Marsha Roundtree
Church Administrative Assistant

RESERVATION FOR USE OF MT. MORIAH CHURCH FACILITIES

Call: JOHN BURNETT @ 270-210-3809 or

WELDON STOKES @ 270-519-9017

(MEMBERS ONLY)

1. Name(s) of Event/Group: _____
2. Person responsible: _____
3. Address: _____
4. Phone Number: _____
5. Purpose: _____
6. Date of Use: _____
7. Time: _____ To: _____
8. Number of People: (Approximately) _____
9. Facility(s) Needed: Sanctuary Fellowship Hall Kitchen
 Dressing Room use in Fellowship Building _____
10. **Classrooms or Nursery Will Not Be Utilized Under "Any Circumstance".**
11. ***Security Deposits*** - Refund Based on Condition Facility is Returned

Signature of Responsible Person: _____ Date: _____

Signature of Mt. Moriah Responsible Person: _____ Date: _____

Refundable \$100.00 Security Deposit Required (All paid in full before use)

RENTAL FEES (Not Refundable)

Members:

\$100.00 Fellowship Building
25.00 Kitchen Facility
25.00 Day before event set up

Members: (Facility used for Community Organization Meetings)

\$25.00 Per Meeting
\$25.00 Kitchen Facility (cooking)

Weddings: (Members Only)

\$100.00 Sanctuary
\$ 75.00 Audio (church equipment)
50.00 Dressing Rooms (Fellowship bldg)
25.00 Day before event set up

**Cancellations must be 30 days prior to the event or
Deposit will not be refund if scheduled date is not used**

**Weddings: (Schedule Dates Per Calendar)
(\$100.00 Security Deposit Required) (Cancelation rule applies)**

NO RICE THROWING

BURN CANDLES ONLY ON UNITY CANDLE AND CANDLEABRA

MUSIC MUST BE PROVIDED PRIOR TO THE WEDDING FOR APPROVAL

EDUCATIONAL AND FELLOWSHIP BUILDING

**DO NOT REMOVE ITEMS CURRENTLY ON THE WALL IN THE FELLOWSHIP/EDUCATIONAL
BUILDING.**

**DO NOT TAPE OR STAPLE ITEMS TO THE WALL IN THE FELLOWSHIP AND EDUCATIONAL
BUILDING.**

IF CHAIRS OR TABLES ARE MOVED, PLEASE RETURN TO ITS AREA

EACH FACILITY WILL BE INSPECTED BEFORE USE AND AFTER

A RECEIPT WILL BE ISSUED FOR PAYMENT AT TIME OF RENTAL

AND

**A SIGNED DEPOSIT REFUND RECEIPT WILL BE REQUIRED AT THE END OF THE BUSINESS
TRANSACTION**