

FIRST UNITED METHODIST CHURCH OF FRANKLIN

NORTH CAMPUS LAND USE REQUEST FORM

****NOTE: ALL NORTH CAMPUS LAND USE REQUEST FORMS ARE SUBJECT TO STAFF APPROVAL.
ALL NORTH CAMPUS LAND USE REQUEST MUST BE SUBMITTED AT LEAST 4 WEEKS PRIOR TO EVENT****
EVENT COORDINATOR WILL BE NOTIFIED OF CONFIRMATION OR REFUSAL. DO NOT BEGIN PUBLICITY UNTIL NOTIFICATION.

Description of Event/Land Use: _____

Date of Event: _____ Event Begins at: _____ Event Ends at: _____ No. of Participants: _____

Date of Set Up: _____ Set Up Begins at: _____ Set Up Ends at: _____

Land Zone (Area) Requested: _____ Parking Area Needed: Yes No (circle one)
(See map on back of page; designate location of event, parking, etc. on map) Traffic Management Needed: Yes No (circle one)

Equipment & Other Needs: (for example: Electricity, Water, Portable Toilets, Tables, Chairs, Garbage Cans, Grass Mowed, etc.)

Contact Person: _____ (Home) Phone: _____ (Work) Phone: _____

Email Address: _____ (Cell) Phone: _____

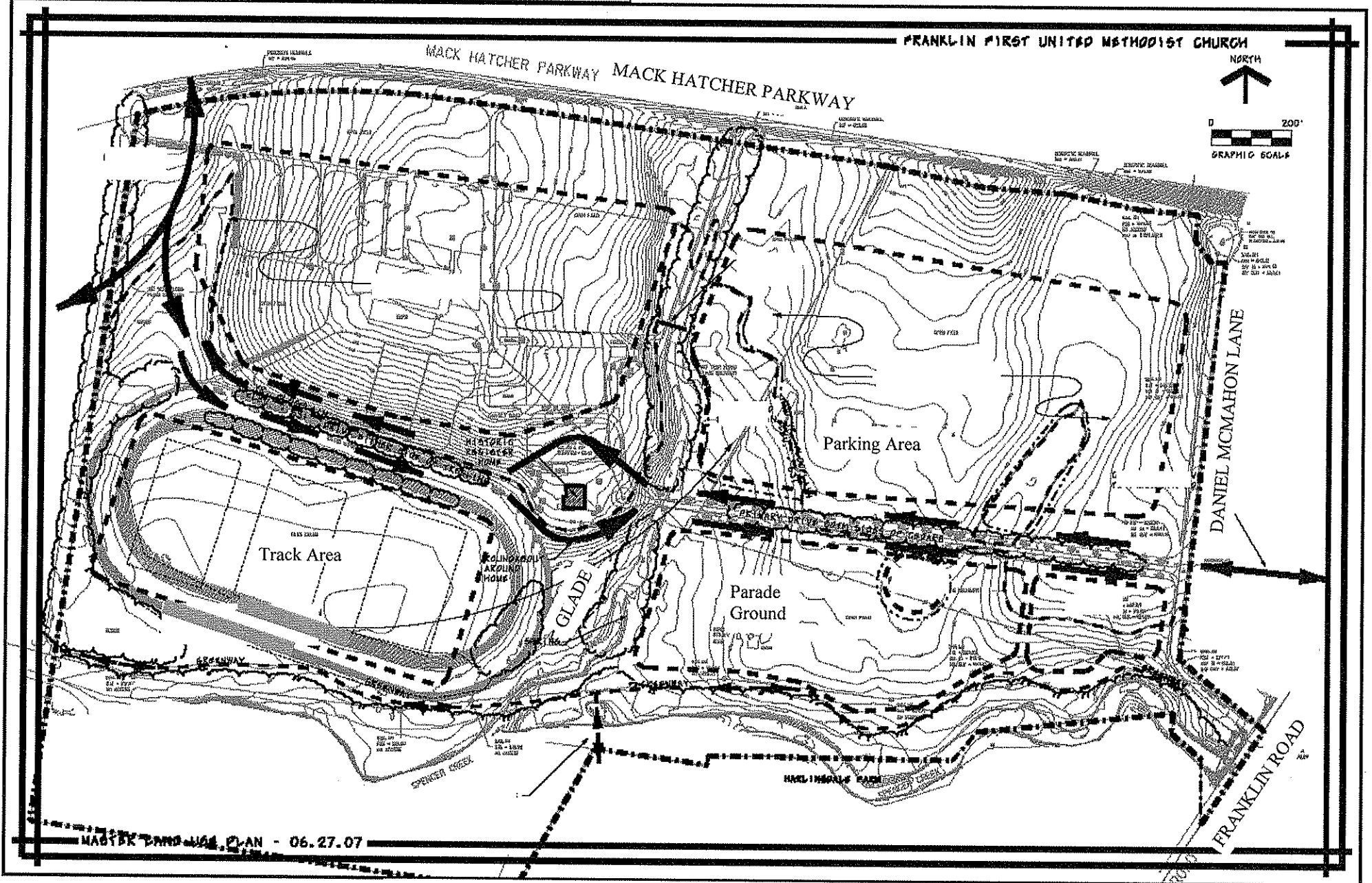
CHILD CARE () Yes, I would like child care for this event and have filled out a Child Care Request Form at least two weeks prior to event.

EVENT COORDINATOR IS RESPONSIBLE FOR SET UP, CLEAN UP, CONTACTING POLICE OFFICER FOR TRAFFIC MANAGEMENT IF NEEDED, AND CONTACTING THE FUMC NORTH CAMPUS PROPERTY MANAGER. I HAVE RECEIVED OR READ THE GENERAL GUIDELINES FOR USE OF THE LAND AND UNDERSTAND MY RESPONSIBILITY IN USING THE LAND.

Signature: _____ Date: _____ Staff Approved () Staff Denied ()

Date: _____ Key () Map () Guidelines () On Master Calendar: _____ Date Contact Person Notified: _____

FRANKLIN FUMC NORTH CAMPUS



Designate location of event, parking, etc.