

Community of the Cross Lutheran Church

10701 Bloomington Ferry Road
Bloomington, MN 55438
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Complete all blanks and return form to Community of the Cross Lutheran Church as soon as possible. Reservations will be confirmed upon receipt of this completed application form plus Facility Use Deposit of \$100. ***Fees are to be paid in full at least 7 business days prior to the time of event.*** A \$50 cancellation fee will be enforced within 30 days of the event.

Organization Requesting Use: _____

Primary Contact Person(s): _____ Phone: _____

Address: _____

City, Zip: _____

Email Address _____

Person supervising activity (if different from Primary Contact Person): _____

Supervisor will arrive at: _____ a.m./p.m. Supervisor Phone: _____

Supervisor must arrive before other participants-this is the time the building will be open.

If you will be using the Fellowship Hall for a meeting, please complete the following:

How many registration tables will you need? _____ Do you need a microphone? _____

How many head tables will you need? _____

Please describe your preferred set up (example: number of tables/chairs):

If you will be using the Sanctuary, please complete the following:

Is this event open to the public?

Do you plan on using CCLC piano? _____ Do you plan on using CCLC organ? _____

Will you be using CCLC Sound Equipment?

Does your event necessitate moving of the altar furnishings?

Please describe: _____
