

Grace Community Church

Facility Use Policy

I. Purpose

The facilities of Grace Community Church are a gift from God and are dedicated to His glory and the advancement of His kingdom. As stewards of these resources, we seek to use them in ways that support the mission Jesus has entrusted to us: *growing in Christ – loving one another*.

This policy provides guidelines for facility use that reflect our values, align with our doctrine, and ensure responsible stewardship.

II. Who May Use the Facility

A. Church-Sponsored Events

Priority of use is given to ministries, worship services, and events organized or overseen by Grace Community Church.

B. Member & Attendee Use

Active members or regular attenders may request use for private events such as weddings, showers, family gatherings, or memorials.

C. Community or Outside Group Use

Other groups or nonprofits may request use, provided the purpose:

- Is consistent with the church's doctrinal convictions (see our Statement of Faith: <https://gccpensacola.org/home-2/about/faith/>)
- Does not interfere with scheduled church ministries.
- Has been approved by the Elders.

III. Guidelines for Use

A. Request Process

- Submit a Church Facility Use Request form online at least two weeks in advance (<https://gccpensacola.org/home-2/ministries/church-facility-use-request/>)
- All requests are subject to approval by church leadership.

B. Supervision

- An adult (21+) must be present at all times during use.
- Some events may require a church staff member or representative on site.

C. Expectations

- No smoking, alcohol, or illegal substances are allowed anywhere on the church property.

- No music, decor, or activities that conflict with biblical values or the church's mission.
- No indoor use of open flames or candles unless approved.
- Children must be supervised at all times.
- Events must conclude by 10:00 PM unless given special approval.

D. Facility Care

- All facilities must be locked, cleaned, and returned to their original condition.
 - Outside grounds must be restored to their original condition.
 - All trash, both inside and outside, must be removed and placed in the outdoor dumpster.
- Any damage or maintenance issues must be reported immediately.
- All damages are the sole responsibility of those using the facilities.

IV. Weddings & Funerals

A. Weddings:

- Must be officiated by a pastor in agreement with the EFCA Statement of Faith.
- Pre-marital counseling is required. See our separate Wedding Policy for details.

B. Funerals/Memorials:

- Pastoral oversight and coordination with church staff are required.
- All facilities are typically available free of charge for members.

V. Fees & Donations

<i>Use Type</i>	<i>Fee</i>	<i>Refundable Deposit</i>
Church Ministry Event	No charge	None
Member Wedding	\$200	\$100
Non-Member Wedding	\$500	\$200
Grace Hall Only	\$25/hour	\$50
Funeral (member)	No charge	None
Funeral (non-member)	\$150	None

*Fees help cover utilities, cleaning supplies, and facility upkeep. Waivers may be granted for hardship or ministry alignment.

VI. Liability & Insurance

- Non-church groups may be asked to provide a Certificate of Insurance naming Grace Community Church as an additional insured.
- All users must sign a Facility Use Agreement and Waiver of Liability

VII. Final Notes

- The Elders reserve the right to deny or revoke facility use at their discretion.
- Use of the building implies agreement to all policies stated herein.
- Grace Community Church is a member of the Evangelical Free Church of America (EFCA) and operates under its doctrinal and ethical convictions.