



Risen Savior Lutheran Church
9501 W. Drexel Avenue
Franklin, WI 53132
(414) 529-5647

APPLICATION FOR THE USE OF CHURCH FACILITIES

APPLICANT INFORMATION:		
Individual:	Group/Organization Name:	
Name:		
Phone:	Cell Phone:	Email:
Responsible Party if other than applicant:		
Phone:	Cell Phone:	Email:

EVENT INFORMATION		
Date of Event:	Type of Event:	Estimated Attendance:
Times of Event (including set up and clean up):		
Alcohol? Yes or No If yes refer to Alcohol Policy and complete the following:		
I have read and agree to the following Alcohol Policy		
Responsible Adult (Age 25 or older) Signed Name:		
Phone:	Cell Phone:	Email:
The Responsible Adult must be present for the entire event.		

REQUEST TO USE THE FOLLOWING: (Please clearly mark all locations/equipment)			
Sanctuary			
If clergy involved: Name:		Religious Affiliation:	
Fellowship Hall	Kitchen	Classroom(s)	Outdoors
Tables	Chairs	Coffee Maker	

The fee for the use of the fellowship hall, kitchen and restrooms and grounds is \$100.00, to be paid at the time of the Application. **This fee is waived for members of Risen Savior, although a church donation is encouraged.** The Applicant will be billed for any costs to clean up after the event. The use of the Sanctuary and/or classrooms will be by separate agreement with the Church Council.

Signature of Applicant

Date

FOR OFFICE USE ONLY	
Received By:	Date/Time:
Council Reviewed by:	Date/Time:
Approved and added to calendar:	Not Approved
Comments:	