

Crossroads Church Special Events Application

Name of group hosting event: _____

Name of person in charge of the event: _____

Home phone: _____ Cell phone: _____

Work phone: _____

Date and time of the event: _____

Estimate number of people to attend: _____

What time would you need to be in the church for set up: _____

Briefly describe the purpose of the event:

Person in charge of the event is to ensure that everything is cleaned up and returned to the proper storage. All trash must be emptied and picked up inside and outside. **Most important be-sure that all doors are secured and locked, and that lights are turned off.**

This application must be submitted 30 days prior to the event.