



MOUNTAIN VIEW WESLEYAN CHURCH

1001 Deemers Road • Bath • PA • 18014
Phone 610-759-7553 • www.mvwchurch.org

Facility / Calendar Request Form

Please complete this form as soon as you are considering holding an activity or event.

Today's Date: _____

Ministry / Individual requesting use

Contact Phone Number

Contact Address

Areas Being Requested

_____ Sanctuary

_____ Classrooms

_____ Foyer

_____ Nursery

_____ Kitchen

_____ Ballfield

_____ West Lawn

_____ Pavilion and playground

_____ Parking Lot

_____ Ballfield

Event Name

Date(s) of Event _____

Rain or Shine _____ Yes _____ No

Rain Date _____

Time facility would need to be open for set-up/decoration day of event

Event Starting Time _____ Event Ending Time _____

Time frame expected for final cleanup _____

(Reminder that decorations, props, etc. need to be removed after event is over; all used trash bags must be tied shut)

Prep Time Date _____

Time facility needs to be open for pre-prep: _____

Ending time: _____

