

Evangelistic Block Party Items



Reservation Form

*** Please fill out ALL spaces provided and mail this sheet (with deposit) to LASBA***

Date Requested

(MM /DD /YYYY)

Type of Event

- Vacation Bible School
- Outreach Event
- Other _____

Requested by:

Name

(First)

(Last)

(Phone Number)

(Cell Number)

(Email)

2nd Contact Name

(First)

(Last)

(Phone Number)

(Cell Number)

(Email)

(Church Name, Address, Phone Number, Email)

(Location of Event if not at Church*)

Date of Event: _____

Pick Up Date/ Time: _____

Drop off Date/ Time: _____

Agreement:

We understand that our Church must be an active member at the time of reservation and at the time we use the EBP Items.

We will pick-up and drop-off the items within 7 days.

We will provide manpower and vehicle to pick-up/drop-off the items.

If location of Event is not at our church, we understand that we will be responsible to acquire appropriate permits, if our event is off site (i.e. city, housing authority, park or beach). We need to send a copy of the permit(s) to the Association ALONG with any Insurance documents at least 14 days prior to our scheduled event.

We understand that \$200 of the \$400 is the deposit on the EBP Items. That deposit will be refunded in full or in part after all used items are returned in clean, good working order. The EBP Items Follow-up Report should be turned into LASBA office within 14 days following the event to receive an additional \$50.00.

If we decide to cancel our reservation, we will let LASBA know 14 days in advance or forfeit \$50.00 of our reservation fee, except in the event of inclement weather. In case of inclement weather LASBA will hold the funds and we will reschedule for a new date at no extra charge to our Church.

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The EBP Items are FIRST-COME, FIRST-SERVED basis rental. To ensure that you have the EBP Items on your specific date, please turn in your \$400.00 in cash, Money Order, Church Check or Cashiers' Check to the LASBA office within 14 days of filling out this form (\$200.00 fee \$200.00 deposit). If the check is returned for insufficient funds your reservation date will be canceled and you will be charged a fee of \$35.

Please make your check payable to **LOS ANGELES SOUTHERN BAPTIST ASSOCIATION** or **LASBA** with a notation in the memo section for the **Evangelistic Block Party Items**. Receipt of this form, your payment will confirm your EBP Items reservation. Failure to comply with any of these instructions may result in cancellation of your reservation.

Thank you for your cooperation and participation in this Great Commission ministry!

Church Representative

Date



Los Angeles Southern Baptist Association
9617 Lakewood Blvd. Downey, CA 90240

OFFICE ONLY-	
	Dates received
Payment	
Insurance certificate (IF NEEDED)	