

Check List for Facilities Use of Reedsburg United Methodist Church

- Payment due at time of application
- Alcohol & tobacco use are not allowed on church property
- Make sure all trash is thrown away properly
- Double check for any items left behind
- Wash and put away any dishes used
- Check to make sure lights are off! Especially remember the bathrooms.
- If you changed any thermostats or turned on any heaters, please turn them off.
- Check out from and return keys to church office.

Please leave the building in the condition in which you received it or better. Thank you for your cooperation. It is a pleasure for us to make this facility available to both groups and community events!

Sincerely

The Reedsburg United Methodist Church