



Rochester Mennonite Fellowship

A congregation of Mennonite Church USA

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Rochester, NY 14610
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Email: contact@RochesterMennonite.org
www.RochesterMennonite.org

Building Use Request

Name _____ Today's date _____

Phone _____ Email _____ Cell phone _____

Request is: _____ One time use _____ Series of dates

Date(s) of use: _____

Time of use: Arrival time : _____ Departure time: _____

Purpose of use: _____

Rooms to be used:

- _____ Sanctuary
- _____ Conference Room
- _____ Kitchen
- _____ Other classrooms

Number of people expected _____

Other considerations: _____

Date of approval _____ Person notified of approval _____

Steward (contact person) reachable during event: _____ @ _____
