RESERVATION FOR USE OF CHAPEL OF THE CHRIST

Martin Luther College, New Ulm, MN

DATE OF EVENT: _____

(Weekday) (Month) (Date) (Year)

STARTING TIME OF RESERVATION: _____ AM / PM

TIME EVENT SCHEDULED TO BEGIN: _____ AM / PM

ENDING TIME OF RESERVATION: _____ AM / PM

TOTAL HOURS OF RESERVATION _____ x $50/hr = _____ RENTAL FEE

Please Note: The chapel is not available Mon-Fri from 10:30-11:30 am & 6:30-7:30 pm during the school year.

PERSON/GROUP REQUESTING CHAPEL: _____

CONTACT PERSON:_____ EMAIL: _____

ADDRESS: _____ PHONE: _____

DESCRIPTION OF PROGRAM:

ADDITIONAL REQUESTS/INFORMATION:

All programs must be approved by the Vice President of Student Life.

FEES: Chapel of the Christ rental fee for off-campus individuals or groups is **$50/hr**. To avoid conflict, any changes or cancellations must be cleared in advance with the Student Life Office.

Half of the rental payment is due with the completed reservation form. Remainder of the payment is due on the day of rental.

_____

Contracting Party Organization Date

_____

Vice President for Student Life Date

Please sign one copy and return to:
Student Life Office -- Martin Luther College
1995 Luther Ct.
New Ulm, MN 56073
(507-354-8221 ext. 289)

Chapel of the Christ is dedicated to the worship and glory of the Triune God. All activities in the chapel are to be consistent with this purpose.

Please restore all furnishings and chapel equipment to their proper places following your use of the Chapel. Check the cleanliness of the grounds and parking lot. Food, beverages, alcohol, tobacco, and pets are prohibited in the Chapel. Violation of these guidelines may result in additional charges. Martin Luther College is not responsible for lost or stolen articles and carries no insurance coverage for personal property.