

SOUTH SPRING CALENDER REQUEST FORM

FORM MUST BE SUBMITTED AT LEAST 2 WEEKS PRIOR TO YOUR EVENT
WE CANNOT GUARANTEE DATES REQUESTED OVER 6 MONTHS IN ADVANCE

Title of event: _____ SSBC Member Name: _____

Date(s) wanting to reserve (Please include day of the week): _____ Number expected: _____

Time of event: _____ to _____ Time doors unlock: _____ Time doors lock: _____

Contact Person: _____ Cell: _____ Email: _____

Area/Rooms Requested: (CHECK ALL THAT APPLY)

Main Building:

Great Room(Sanctuary) _____ Stage _____ Kitchen _____ Lobby _____

Room #1 _____ Restrooms _____ Patio _____

Portable: #1001 _____ #1002 _____ #1003 _____ #2001 _____ #2002 _____

Preschool Ministry Building(Old Children's Bldg.):

Lobby _____ Restrooms _____ #101 _____ #102 _____ #103 _____ #104 _____

#105 _____ #106 _____ #107 _____ #108 _____ #109 _____ #110 _____

2nd Floor Lobby _____ Restrooms _____ #201 _____ #202 _____ #203 _____

#204-205 _____ #206 _____ #207 _____ #208 _____ #209 _____ #210 _____ #211 _____

Grade School Ministry Building(New Bldg.):

#101 _____ #102 _____ #103 _____ #104 _____ #105 _____ #106 _____ #107 _____

#108 _____ #201 _____ #202 _____ #203 _____ #204 _____ Big Group Room _____

Student Ministry Building:

Main Room/Kitchen _____ #1 _____ #2 _____ #3 _____ #4 _____ #5 _____ #6 _____

Outdoor Playground: _____ Indoor Playground: _____ Firepit: _____ Golf Carts: _____

Campsite: 1 ___ /2 ___ Amphitheater: _____ Baseball Field: _____ Outdoor Wedding Chapel: _____

Church Van: _____ Disc Golf Course: _____ Cross Country Track: _____ Parking Lot: _____

Will you need A/V?(Charges Apply) Yes _____ No _____

Would you like for this event to be posted on our website calendar? Yes _____ No _____

Event Description(for website calendar):

Waiver:

As the coordinator for this event, by affixing my signature, indemnify & hold harmless South Spring Baptist Church, 17002 Hwy 69 South Tyler, Tx 75703, its employees & members from & against any & all liability claims, actions, damages, cost, loss of service and/or expenses for all injuries arising out of or in any way connected to _____ held on _____.

(Event Title)

(Event Date)

Signature: _____ Date: _____

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Guidelines for Building Usage:

PLEASE INITIAL EACH GUIDELINE AND SIGN AT THE BOTTOM. ONCE YOU SIGN YOU ARE AGREEING THAT YOU UNDERSTAND OUR GUIDELINES FOR BUILDING USAGE.

To request and/or schedule the use of the SSBC facilities or property please contact the Hospitality Coordinator, Andrew Eshbaugh by e-mail at aeshbaugh@southspring.org. Andrew may also be reached during office hours, M-F 8am-5pm, at 254-718-0696.

If you need assistance during your event that is scheduled outside of office hours please contact Campus Host, Don Barron at 903-316-1869. (These events are scheduled after 5pm, M-F or on the weekends.)

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- SSBC will provide most all of the cleaning supplies needed. If additional supplies are needed please communicate that with the staff in advance.
 - If you need to use kitchen supplies, replacement may be necessary, and communication is requested.
 - All musical instruments and audio-visual equipment should remain in place at all times.
 - Furniture should be left in place at all times. Moving any furniture will require staff permission.
 - Return all resources to the original place of storage.
 - Prevent from dragging items on the floors.
 - Doors should be left closed and locked, inquire with staff for specific instructions.
 - Turn off all appliances, fans and lights when you have completed your event.
 - Throw away all trash in the church dumpster, replace trash can liners.
 - Clean the grills after cooking.
 - Report any broken items to SSBC staff, be prepared to replace broken items.
 - Only SSBC staff may sign for packages or deliveries.

Signature: _____ Date: _____

OFFICE USE ONLY:

Exec. Shep. Pastor Approval: _____
Date Calendared: _____
Date Notified: _____
Staff Initials: _____

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A brief expression of our beliefs includes:

We believe the Scriptures of the Old and New Testaments to be the Word of God which never fails. It is our guide to faith and practice. (Matthew 5:17-18, Galatians 3:17-24, 2 Timothy 3:16, 2 Peter 1:20, Hebrews 4:12)

We believe in one God eternally existing in three persons: Father, Son, and Holy Spirit. (Deuteronomy 6:4, Galatians 3:20, Matthew 28:19, Philippians 3:3, 1 Peter 1:1-3, Acts 13:2)

Our church is a part of the Body of Christ on Earth, and Jesus Christ is the Head of the Church. (1 Corinthians 12:12-30, Ephesians 4:1-16)

We utterly depend on the atoning sacrifice of Jesus Christ in order that we can have a right relationship with God. (Romans 5:12-19, Galatians 1:3-6, 1 Peter 2:21-24, Hebrews 10:10-12)

We affirm the virgin birth of Christ, who though fully God lived as fully man, and His death on the cross. We affirm He was resurrected and will come again. (Isaiah 7:14, Luke 1:27-35, John 8:58, Hebrews 2:17, 1 Corinthians 15:3-6, 12-21, Acts 1:11, John 14:1-3)

We affirm that all believers are ministers and “priests” in the Kingdom of God on Earth.
(1 Peter 2:9-10, 1 Corinthians 4:1)

We are committed to ministering to a lost and hurting world and to partnering with other ministries to accomplish this. It is our hope to equip the Church, evangelize the lost and exalt Almighty God. We believe in the Great Commission which Christ gave to His Church. (Matthew 28:18-20, Matthew 25:31-40, Luke 19:11-27, 2 Corinthians 5:20)

We exhort the people of God everywhere to contend earnestly for the faith and to be prepared to give a reason for the hope we have. (Colossians 1:28-29, 1 Peter 3:15)

Beyond this, and for more information, we generally affirm the doctrinal statements set forth in “The Baptist Faith and Message” as adopted by the Southern Baptist Convention in 1963.

Please read South Spring’s statement of faith & rules for building usage before signing. When you sign, we acknowledge that you agree to & understand our policies. Commercial General Liability Insurance may be required depending on the type of event being held.

I agree that we will not do or teach anything in opposition to the brief expression of belief.

Signature: _____

Date: _____