

C-5: Facility Usage Policy (Committee of Administration matter)

1. Statement of Purpose (repeated from General Policies)

Aldergrove Canadian Reformed Church (“ACRC”) is a Christian church community composed of members sharing certain distinct and historical religious beliefs and exists solely to bring glory to God. ACRC is a Canadian registered charity, is operated on a not-for-profit basis and its primary purpose is the promotion of the Christian faith through its members as they seek to honour God and serve Him as set out in the Holy Bible and as summarized in the Confessions namely the *Three Forms of Unity* [*The Belgic Confession, The Heidelberg Catechism* and the *Canons of Dort*], the *Ecumenical Creeds* [*The Apostle’s Creed, The Nicene Creed* and *The Athanasian Creed*] and *The Church Order* [as amended from time to time] (the “Religious Beliefs”).

ACRC desires that its facilities be used only in a God-honouring and Biblical manner, consistent with the Religious Beliefs. The facilities have been dedicated to the glory of God and all activities that take place in these facilities should reflect this commitment. This policy confirms that permission will not be given for the use of ACRC facilities for an event or activity which may be contrary to the Religious Beliefs.

To accomplish the charitable objects of ACRC and to advance the Religious Beliefs, ACRC, among other things:

- n. Holds weekly worship services;
- o. Provides catechetical instruction for the youth of the church and others who seek to be instructed;
- p. Holds Bible study groups for the youth, and for the older members of the ACRC;
- q. Provides pastoral care where it is needed among ACRC members and others;
- r. Conducts weddings of those committed to serve the Lord according to the standards adopted by ACRC and desiring to enter into a marriage that is consistent with the Religious Beliefs;
- s. Conducts funerals for deceased members of ACRC;
- t. Maintains a property and facility for worship and congregational activities described herein at 26655 24th Avenue, Aldergrove, BC (collectively, the “Facilities”);
- u. Supports Ministers of the Word consistent with, and for the purpose of, advancing the Religious Beliefs;
- v. Donates funds to maintain a seminary for the further promulgation of the Religious Beliefs;
- w. Donates funds to mission projects conducted by other Reformed Churches both within and outside of Canada, again for the further promulgation of the Religious Beliefs;
- x. Donates funds to assist related Reformed Churches that are also registered charities and that are not financially self-sufficient;
- y. Conducts ‘hymn sings’ and fellowship meetings at Seniors’ homes;
- z. Carries on evangelistic endeavors including, among other things, an annual Vacation Bible School program and other things consistent with the Religious Beliefs.

2. **Lifestyle Statement** (repeated from General Policies)

The members of ACRC commit themselves to live according to the Religious Beliefs including the Ten Commandments, the understanding of which is summarized in Lord's Days 34-44 of the *Heidelberg Catechism*; and submit themselves to the supervision of the Elders of the ACRC with respect to whether their lifestyle is in accordance with this standard.

In particular, on *March 10, 2011*, ACRC, acting through the Council, adopted a statement regarding its beliefs concerning the Biblical teaching on human sexuality, which statement confirms the historical Christian understanding of marriage as being between one woman and one man and which forbids sexual behaviour of any kind outside of the marriage (the "Lifestyle Statement").

3. **Use of Facilities**

The scheduled worship services and programs of the ACRC will always have a first claim to the use of the Facilities. When possible, the Facilities will be made available for the private use of others (a "**Renting Party**"), subject to the fee schedule in the [Facility Usage Agreement](#) attached to this policy statement, as amended from time to time.

The purposes for which the Facilities are used must be consistent with the Religious Beliefs. All Renting Parties must allow a designated church representative to attend the group's activities in or on the Facilities for facility management. Wedding ceremonies and receptions of those that are not members of ACRC require a written request, including pastoral references and the reason the Facilities are required. All activities must be respectful to the nature of the Facilities and must abide by the terms and conditions as authorized by this policy statement.

4. **The following are Approved Uses of the Facilities:**

- a. ACRC'S own services, ministries, classes and programs;
- b. Use by or for ministries that are directly associated with ACRC such as Bible study groups;
- c. Funeral services for ACRC members;
- d. Weddings of ACRC members where the wedding is being conducted by a pastor who ascribes and adheres to the Religious Beliefs;
- e. Use by an associated church or organizations whose use of the Facilities will not be contrary to the Religious Beliefs;
- f. Funerals of persons who are not ACRC members or adherents where such a funeral would not be contrary to the Religious Beliefs;
- g. Use by members or adherents of ACRC for special family events, such as birthday parties or anniversary receptions, where the event would not be contrary to the Religious Beliefs or the Lifestyle Statement;
- h. Weddings or wedding receptions of persons who are not ACRC members or adherents where the wedding is not inconsistent with the Religious Beliefs or Lifestyle Statement and is conducted by a marriage commissioner who is in agreement with the Religious Beliefs and Lifestyle Statement; and
- i. Other purposes as may be approved by the ACRC Council provided that they are entirely consistent with the Religious Beliefs and the Lifestyle Statement.

(Together, the "**Approved Uses**")

2. The ACRC Council has the ultimate authority to decide on requests for the use of the Facility. It may delegate that authority to its Committee of Administration or other committee appointed for that purpose.
3. Permission to use the Facilities for Approved Uses may be granted to a party wishing to rent the Facilities provided that:
 - a. The Renting Party books the use of the Facilities not more than 9 months in advance of the booking date.
 - b. The Renting Party provides a liquor license if permission has been granted by the Committee of Administration for the consumption of alcohol in or on the Facilities.
4. The following further conditions apply to use of the Facilities:
 - a. Permission to use the Facilities must be obtained from the Committee of Administration or other committee appointed by the ACRC Council to supervise the rental and use of the Facilities;
 - b. The Facilities, or any part of them, may not be used for “for profit” activities or adventures in the nature of trade;
 - c. The Facilities, or any part of them, shall only be used for the purpose for which the Renting Party has received approval;
 - d. The Facilities, or any part of them, shall not be for the solemnization or celebration of a same-sex wedding or for an event related to the solemnization or celebration of the homosexual worldview or lifestyle or for any other purpose inconsistent with the Lifestyle Statement or the Religious Beliefs;
 - e. The Renting Party shall sign a Facility Usage Agreement as provided by ACRC and as may be amended from time to time.
5. **The Facility Usage Agreement** will set out:
 - a. The purpose of the event;
 - b. An acknowledgement that the Renting Party is aware of and will respect the Religious Beliefs and the Lifestyle Statement;
 - c. That the Renting Party agrees to be bound by the rules for the use of the Facilities as set out in this policy and as further stipulated by ACRC from time to time;
 - d. That the Renting Party will remunerate the caretaker for extra time at a rate determined by the Committee of Administration;
 - e. That the Renting Party will pay for any costs incurred by ACRC, incidental to the use of the Facilities, as such costs are determined by the Committee of Administration;
 - f. The portion of the Facilities that the Renting Party may access for its event;
 - g. Whether the Renting Party may use ACRC’s musical instruments, and on what terms;
 - h. Whether the Renting Party may use ACRC’s sound system, and on what terms.
6. The Facilities shall only be used in accordance with the following **General Rules**:
 - a. No smoking anywhere on property or within the Facilities;

- b. Consumption of alcoholic beverages are restricted to wine only at functions in the fellowship hall where the Renting party has obtained a liquor license and the express written permission of ACRC;
- c. No high-risk activities of any nature on or within the Facilities;
- d. No organized sports on or within the Facilities;
- e. No confetti or rice on or within the Facilities;
- f. No defacing or damaging the walls, ceilings or other surfaces of the Facilities by hanging posters with pins or masking/duct/scotch tape or other similar activities (poster putty and painter’s blue tape allowed);
- g. Floral arrangements or decorations of any kind shall not be placed on the musical instruments;
- h. Unless expressly permitted by the Committee of Administration, no furnishings within the Facilities may be moved.

(Collectively, the “**General Rules**”)

- 7. In the event of any ambiguity in the General Rules and where further interpretation and elucidation of them is required, ACRC Council shall have the absolute authority to rule on such matters.
- 8. ACRC will approve a rental of the Facilities only after due consideration of the proposed uses by the Renting Party and confirmation by ACRC that the proposed uses are within the Acceptable Uses. Despite having first granted permission for the use of the Facilities, ACRC reserves the right to cancel any Renting Party’s use of them where it becomes apparent that the Facilities are not being used for Acceptable Uses or otherwise than in accordance with this policy statement, and the Renting Party then forfeits whatever deposit or monies have been paid to ACRC.

Adopted by the Council of ACRC of 26655 24th Avenue, Aldergrove BC in its meeting of March 10, 2011

Signed: _____

Name: _____, Chairman

Signed: _____

Name: _____, Clerk