

**Antioch Christian Church**  
**28 Oliver Ave.**  
**New Brunswick, New Jersey 08901**  
**Tel: 732-846-5245**

**INTER-CHURCH MEMORANDUM**

To: Pastor M.B Horton and The Deacons Ministry      Today's Date: \_\_\_\_\_

From: \_\_\_\_\_ Phone#: \_\_\_\_\_

Event: \_\_\_\_\_ Date: \_\_\_\_\_

I, or We hereby submit to the Pastor and The Deacons Ministry the following request for approval.

Please circle the area that you are requesting to use and write a small statement.

**Church Sanctuary** \_\_\_\_\_

**Fellowship Hall** \_\_\_\_\_

**Parking Lot**(Church side) \_\_\_\_\_

**Kitchen** (Stove/Refrigerator) \_\_\_\_\_

**Field** (Church side) \_\_\_\_\_

Please identify

APPROVAL OF DEACONS      \_\_\_\_\_ YES      \_\_\_\_\_ NO

Need approval of three or more Deacons

Approved ( ) To be Considered ( ) Postponed ( )

**Please read & sign before you submit this request**

***Hold Harmless Agreement:*** Antioch Christian Church is not responsible for any injuries, accidents or theft on church grounds on the signing of this Agreement:

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*You are responsible for leaving the church, the grounds clean, doors and windows locked, lights off when you leave the church. Please call designated Trustee when done.

