

WALLINGFORD PRESBYTERIAN CHURCH

110 E. Brookhaven Road, Wallingford, PA. 19086

610-566-1644

www.wallingfordpres.org



Church Grounds Request Form

Point of Contact/Individual in charge of meeting/gathering:

Name: _____

Email address: _____

Phone number: _____

Area used: _____

The Courtyard;

The Patio by the Coop Nursery entrance (*Limited to 10 or fewer people*);

The Commuter Lot (*Until the commuters return*);

The Upper Parking Lot;

The strip behind the A Manse and the Upper Parking Lot.

Date and time of meeting/gathering: Date _____ Time _____

Guidelines for the use of Church Grounds

In general, all outside gatherings on church grounds must adhere to the following:

- Be scheduled in advance through the church office by calling (610) 566-1644 or emailing Administrative Assistant Kate Callahan at office@wallingfordpres.org.
- Those reserving a space will be informed of our policy and need to sign (electronic signature) that they understand and will comply with the policy.
- Take place outside.
- Limited to 25 or fewer people.
- Should contact tracking be necessary, attendance must be taken and reported to the church office within 24 hours of the event. Organizers must collect names, phone numbers, and email addresses of all participants. Tracking forms are available through the church office.
- If someone who attended a church gathering is later confirmed to have tested positive for COVID-19 or considered presumptively positive by a healthcare provider, participants will be notified.
- Masks must be worn at all times.
- Participants must practice social distancing (i.e., keeping at least six feet apart).
- Hand sanitizer (provided by the organizer who reserves the space) must be used on attendees' arrival and departure.
- Participants must bring their own chairs or blankets.

- Food and drink will not be provided by the church. Members/friends must bring their own for personal use only.
- Church restrooms are not available.
- Any and all trash must be put in trash bags and placed in the outside trash bins.
- If any participants are feeling sick or have a fever or cough, they should stay home.

I have read and understand the church guidelines for use and I will comply with the same and will enforce these guidelines with all attending this scheduled outdoor meeting/gathering. I understand that we do so at our own risk and will hold the church harmless.

Signed: _____ Date: _____

Please return this form to the church office in order for the reservation to be processed.