



Building Use Requests From Outside Parties

Use the following guide to assess whether to approve or deny a request for building use by an outside party.

- Requests for weddings or funerals do not use this chart; instead, they are directed to the Events Coordinator.
- “Outside party” is defined as an organization outside of Evergreen Christian Community (ECC), or an individual seeking to use ECC’s property for an event outside of the regular ministry/events of ECC.
- If this request comes from an ECC elder or staff member, discuss the request with the Associate Pastor of Infrastructure prior to following the chart below.

Note: At times, ECC might initiate an invitation to an outside group to hold an event on our property, if it is ministry related and/or if it’s an event for which ECC would promote. The Associate Pastor of Infrastructure can approve or decline any requests we receive. Any appeals to a decision made regarding building use requests should be emailed to the Associate Pastor of Infrastructure.

