

ADDENDUM 2

Special Policies Applying to Groups or Events that are NOT Officially a part of or closely Affiliated with the Parish

1. We do not allow “for-profit” activities or groups.
2. Fund-raisers by outside groups will not be approved (even though “non-profit”), with the possible exception of certain “Auxiliary” organizations (such as Boy Scouts). The latter will require approval from the Pastor and/or the Operations Manager.
3. No request from an outside group will be approved if it involves use of the kitchen to fully prepare a meal, due to liability considerations.
4. Any activity by an outside group that involves children and/or youth, without their parents or legal guardians being continually present with them, cannot be approved due to Safe Environment policies (with the exception of Scouts).
5. No request from an outside group will be approved if the date of the activity falls on a Sunday or major Holy Day, a holiday we are observing, or a Campus Block date. Saturday events of outside groups (if they end before 4:30 pm) may be approved if they do not involve large numbers of participants, and do not involve use of the gym (Fellowship Hall) or church.
6. No requests from an outside group will be approved if they involve activities that will recur more than 3 times per year.
7. For a group or organization that is totally external to our parish, having a purpose that is un-related to our mission, we will not approve any activity where more than 100 people are expected to attend.
8. For external groups or activities with *some* degree of connection with the parish or congruence with our mission, we will consider allowing events with larger numbers of participants but will not book the gym (Fellowship Hall) or church, or more than 4 of our classrooms or meeting rooms, more than 6 months in advance, except under exceptional circumstances, and with the approval of the Pastor or Operations Manager.