



Equipment Reservation Form
 First United Methodist Church
 Howe, Texas

Date (s): _____

Requesting Party: _____

Sponsor/Group: _____

Phone #: _____ Email: _____

Equipment Requested: (Please indicate quantity)

Long Tables: _____ Round Tables: _____ Chairs: _____

Other: _____

Please tell us why you are requesting to use church equipment: _____

- * All equipment reservation requests must be turned into the Church Office and scheduled on the Church Calendar. Please do not borrow any items without consent.
- * Borrowed items must be returned in a timely manner.
- * We do not loan out any A/V, sound, or computer equipment.

Requesting Party Signature: _____