

# Hainesville Lutheran Church Pavilion Use Guidelines During COVID-19

## WORSHIP SERVICES

The Hainesville Lutheran Church (HLC) Pavilion may be used for worship services, which include funerals, memorial services, weddings, and baptisms (when unable to be incorporated into a regularly scheduled worship service). The COVID-19 safety guidelines for gathering as adopted by the HLC Church Council, which are currently in place at the time and date of these services, will be in effect. Please note that the COVID-19 safety guidelines are subject to change at any time as the local conditions of the pandemic remain fluid.

## GROUP EVENTS

Group events outside of Church Worship Services may take place in the church pavilion on a reservation basis with a member of HLC signing as the sponsor responsible for the event. Examples of such events include, but are not limited to, funeral luncheons, bible studies, book discussions, ministry meetings, etc.

## EVENT GUIDELINES

- Events may take place between sun up and sun down.
- Maximum capacity of 50 people.
- No alcohol other than wine for Holy Communion is allowed on church premises.
- COVID safe practices are encouraged to be observed during the duration of the event.
- Tables and chairs located in the garage may be used.
- Church kitchen is **not** available; group must provide all supplies needed for food and beverage service.
- A garbage can with trash bags will be available with the understanding that the bagged garbage must be removed from the premises at the end of the event. Please note: the church dumpster is not available for trash as garbage pick-up service for Hainesville is currently on hold.
- Having a fire in the fireplace is at the discretion of the event sponsor unless the local fire danger level is high. Fire must be extinguished before leaving; water hose is available on site.
- Access to the church building during the event will be restricted to the upstairs bathroom. If bathroom was used during the event, please wipe down door handles, railings, etc. using the cleaning supplies available in the church entrance and the bathroom.
- It is the sponsor's responsibility to ensure that all the facilities used are cleaned, tables, chairs and garbage can are put back in the garage, and both the church and garage are locked upon completion of the event.
- A key to the church and garage will be made available to the church member sponsoring the event.

Event Function \_\_\_\_\_

Date and Time of Event \_\_\_\_\_

Church Member Sponsoring Event \_\_\_\_\_ Phone Number \_\_\_\_-\_\_\_\_-\_\_\_\_\_

Signature of Event Sponsor \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Signature of Church Council President \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Signature of Church Council Representative \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Signature of Pastor of the Congregation \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Please provide completed form to Church Council President Rick Hannemann  
1669 Maple Road ~ Sturgeon Bay, WI 54235 or email: rick@hanneman-gosser.com