

Host your next
EVENT or MEETING
at the BURLINGTON CENTER MALL MINISTRY



Prayer Room



Main Room



Conference Room

Monday through Saturday
Phone: 609-239-9300

Program Profile

Title:

When is the program being offered?

Time:

How long will it run?

What is the cost for attending? (for participants)

Who is the program for?(audience)

Prerequisites?

The purpose of the event and/or the message we hope to impart?

Primary facilitator and credentials:

Backups and credentials:

One sentence summary about the program:

You are primarily responsible for creating the advertisement. We can assist if needed. Notices using our name or logo must be submitted for approval before posted.

Burlington Center Mall Ministry Space Usage Agreement/Application

This form should accompany the Program Profile as part of the application process

Organization _____

Contact Person _____ Phone _____

Email address _____

Please choose one:

One Time Use

Repeated Use*

*Frequency of use: Weekly Monthly Other _____

Room(s) to be used: Conference Main Prayer Room All facility rooms

Day M T W Th F S

Time _____

Equipment needed (audio/visual equipment, kitchen utensils, etc.) _____

Room Usage Fee _____

Please note that your organization is responsible for 1) proper supervision of all activities, 2) proper maintenance of the facilities and 3) replacement or repair of any items damaged or defaced.

In case of emergency please contact:

Host on Duty

609.239.9300

(Host will notify the Director)

Name _____ Date _____

BCMM Staff Signature _____ Date _____