



# 印城華人教會

Chinese Community Church of Indianapolis

3405 E. 116th St., Carmel, IN 46033

www.indychinesechurch.org • (317) 706-0433

We have been blessed with this great facility; therefore, we must also be good stewards of God's provisions. The CCCI Facility Management Team has developed the following set of guidelines for all parish members wishing to use the gym to follow, so that you can have an enjoyable experience. At the same time, we can protect everyone's safety and church properties.

## GENERAL GUIDELINES FOR THE USE OF GYM

1. Please contact CCCI office/Facility management Team to reserve the time slot and to check out the key if needed. The Deacon on Duty will be informed.
2. Positive Christian attitude must be observed at all times. Dress appropriately.
3. For those are 18 years or younger
  - a. Must have at least one of the youth's parents or an adult on site at all time to supervise their activities.
  - b. Sign the release-form as necessary.
  - c. In case of an accident, the adults responsible for supervising the activities must write an "Incident Report" and submit it to the church office and/or Deacon Board.
  - d. The parents of the youth who caused any damage or injuries must take the full responsibility for any damage, including the church equipment and/or personal injuries to others or to themselves
4. Basketball game is NOT allowed on Sunday morning or whenever there is an ongoing church activity (e.g. during AWANA time on Friday evenings, trainings in the classroom area, large gatherings in the sanctuary, etc).
5. Avoid playing basketball game on Friday evening when youngsters are on the court.
6. Ball and other games must end by 10:30pm, unless responsible adult(s) in guideline 3(a) decide(s) otherwise.
7. Deacon on Duty may decide to stop gym use earlier than 10:30 pm.
8. Balls should not be thrown against the walls or kicked.
9. If there is another party waiting to use the same facility, please be considerate to their need; share the court, or limit your time to 30 minutes and take turn using the gym.
10. Make sure the court is cleaned, all the lights are turned off after the use, and the door is locked before leaving the church.
11. Upon violation of the guidelines, gym use privileges will be revoked and a fee may be charged according to the violation.
12. The Guidelines may be reviewed periodically by the CCCI Facility Management Team, and may be updated without notice.

**NOTE:** Exceptions to these Guidelines for the Use of Gym may be made ONLY with the specific written authorization of the Property Manager or his/her designee. For further information concerning the use of the gym, please contact CCCI Office @ 317-706-0433 or email [info@indychinesechurch.org](mailto:info@indychinesechurch.org).