

**KEY REQUEST FORM FOR  
GREENVILLE ARP CHURCH**

Please fill out this form and return it to the front office one month prior to the dates for which you are requesting a key.

Name: \_\_\_\_\_

Group: \_\_\_\_\_

Purpose: \_\_\_\_\_

\_\_\_\_\_

Date[s] for use of building or gym: \_\_\_\_\_

Requested key pick-up date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Key return date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please read and sign:

I understand that I am responsible for using this key strictly for the purposes and times listed above, and that I am not to give this key to anyone else or keep it beyond the return date above. I understand that in the event I should lose or fail to return this key, each lock it fits will have to be replaced at significant expense to the church.

Signature: \_\_\_\_\_