

Office Use Only
Date Reserved: _____
Reserved by: _____
_____



First United Methodist Church  
Graham, NC

**Church Trailer Reservation**

Church Group \_\_\_\_\_ Group Size \_\_\_\_\_

Date(s) Desired \_\_\_\_\_

Purpose of Trip \_\_\_\_\_

Destination \_\_\_\_\_

Qualified Driver of Tow Vehicle \_\_\_\_\_

Type of Tow Vehicle \_\_\_\_\_

Person in charge of group \_\_\_\_\_ Phone # \_\_\_\_\_

*Key must be checked out from & returned to the church office during office hours.*

Approved by: \_\_\_\_\_

Board of Directors Chairperson

Playschool Director (when applicable)

Van/Church Bus Committee Chairperson

FUMC pastor

**Please check when completed.**

AT DEPARTURE:

Tires OK?
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WHEN CHURCH TRAILER IS RETURNED:

Interior cleaned out? *
Exterior washed? (if major trip) *
Doors locked?

Please describe any service or repair required during this trip: \_\_\_\_\_

Is any service or repair needed for this trailer? Please describe. \_\_\_\_\_

Signed \_\_\_\_\_

(Approved Church Van/Bus Driver)

**\*Please note: A minimum \$15 cleaning fee will be charged to any group who does not adequately clean the Church Bus upon their return.**