

Reservation Form for St. Raymond Parish

I would like to reserve:

Parish Hall

Kitchen

Date(s) Requested:	
Time(s) Requested: <i>(include time you want the doors unlocked & time for doors to be locked)</i>	
Event:	
Approx. # of guests:	
Payment Enclosed:	

Contact Name:	
Address:	
Phone:	
Email:	

**Return this form & your check made out to St. Raymond Parish to:
Elaine Welin, Parish Secretary straymondparish@gmail.com 715.877.3400
St. Raymond Parish, E10455 Mallard Road, Fall Creek, WI 54742**

Usage Costs for Parish Hall and Kitchen

*Family Event – Fee for Parishioners to Use:	
Parish Hall	\$50 (Rental) and \$200 (Deposit—returned if in good condition—make checks payable to St. Raymond)
Kitchen	\$50 (Rental) and \$200 (Deposit—returned if in good condition—make checks payable to St. Raymond) If you rent the kitchen, you will need to hire a Kitchen Supervisor from the parish. Please contact the parish office at 715-877-3400.

***Anniversary, Birthday, Baptism, Confirmation, Baby Shower, etc.**

**If you wish to schedule a wedding or Baptism, please contact
Fr. Derek Sakowski at 715-855-1294 ext. 101.**

Please attach your signed copy of the Rental Agreement and proof of liability insurance, along with your checks. Thank you.