



Children's Ministry

Childcare Reservation Request Form

Childcare

- Childcare available for most meetings and church events.
- Must be reserved in advance to be placed on child care calendar.
- One-month's notice is preferred, exceptions may be granted on individual basis by Children's Dir.
- Completion of this form only reserves space on the Childcare calendar. Those who will be bringing children for child care must call in advance for reservations for the actual event.
- Please cancel child care request if it will not be needed after all.
- All child care events require a minimum of two employees. (Safe Sanctuaries Policy)
- Information forms must be on file for all children who attend child care.
- If you have questions, please speak to the Children's Director.

Person Requesting Childcare

Name of Person Requesting: _____

Today's Date: _____

Event Information

Name of Event _____

Event Date _____

Event Time _____

Contact Information

Contact/Chairperson Name: _____

Phone & Email: _____

Other Information: _____

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Children's Ministries
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