

## VALUES STATEMENT

*Ocean View Presbyterian Church, guided by Scripture, keeps Christ as the center of our thought and action. We value worship as the central act of this congregation. We have a commitment to continue learning through theological inquiry and biblical study, with the freedom to question. We care about each other in times of laughter and sorrow and trust in God's grace. We believe in reaching out as a community to help others and to share our faith in Jesus Christ. (Session, May 5, 2008)*

## MISSION

Ocean View Presbyterian Church (OVPC) exists to fulfill Christ's mission in the world. Our church is dedicated to the mission described in our denomination's *Book of Order* that states:

*The church participates in God's mission to the world through its ministry and worship . . .*

*The church in its ministry bears witness to God's reign through the proclamation of the gospel, through works of compassion and reconciliation, and through the stewardship of creation and of life. Signs of God's reign are also manifest in the world wherever the Holy Spirit leads people to seek justice and to make peace. (W-5.0301)*

We strive to fulfill this mission through our worship, Christian education, support of missions, community service, and our facilities which we share with individuals and groups within our community. Regarding the latter, we see our church facilities not as our own, but as a gift from God to use as a means of fulfilling Christ's mission and communicating Christ's love and compassion for the world.

## RULES AND REGULATIONS

The following are the rules and restrictions pertaining to the use of the church's facilities. Persons and groups using our facilities should keep in mind that this is a church, thus a place in which reverence is to be shown. It is also expected that persons and groups using our facilities will abide by our rules in the spirit in which they are intended. Please care for this facility as if it were your home.

**Insurance** – Although the church carries property and liability insurance, we require groups using our facilities to carry their own insurance to protect themselves and their guests. A certificate of insurance is requested at booking.

## FACILITIES

The main facilities at OVPC consist of the Sanctuary, the Fellowship Center, and Memorial Hall. All are handicapped accessible. Wi-Fi is available in all buildings.

**Sanctuary** – The Sanctuary is a charming structure built around the turn of the last century. The interior is divided by a center aisle about four feet wide and 41 feet long, running to the chancel. Handicap access is afforded by an exterior ramp. The Sanctuary seats approximately 135 people.

The chancel has two small brass flower vases, but there are no candelabra. There is an Allen digital organ and a piano which may be used by qualified persons approved by the church organist.

### Fellowship Center

This building located to the rear of the Sanctuary.

- 85 max. Set Theater Style
- 55 max. Seated at Tables
- 100 max. Stand-up Reception

*Notes:* A counter kitchen is available for limited food preparation and serving activities. There is also a piano available for use with prior permission.

### Memorial Hall

This hall provides a meeting place for larger groups.

- 170 max. Set Theater Style
- 100 max. Seated at Tables
- 200 max. Stand-up Reception

*Notes:* There is a fully equipped certified commercial kitchen, and any caterer must be approved by the Facilities Coordinator. There is also a small stage and a piano available for use with prior permission.

## PARKING

We have parking for 82 cars in our parking lot. Shuttle services from another parking location are advised for all large group rentals.

## FACILITIES USE & AUTHORIZATION

OVPC makes its facilities available to both individuals and groups. Responsibility for determining the use of church facilities rests with the Session and they must approve all requests for use of the church facilities. The Session also determines the fee that is to be charged for use. **In scheduling, first priority is given to members of the congregation.** Those interested in using the facilities or seeking further information should contact the Facilities Coordinator.

## FEES

The church has set the following nominal fees for the use of its facilities. The church's only aim is to cover basic costs. These fees help us maintain the facilities in proper condition so that they can continue to be used by our congregation and others.

### Cleaning Fee TBD

- Applies to both members and non-members

### Parking Lot / Security Attendant \$50.00

- Mandatory for all groups over 85 people

### Sanctuary Non-member Wedding / Funeral \$200.00

- Fellowship Center is made available
- Use of organ by outside musician \$75.00

### Fellowship Center \$100.00

### Memorial Hall

Meetings without Kitchen Privileges	<b>\$200.00</b>
Meetings with Kitchen Privileges	<b>\$250.00</b>

The church believes that the talents and time of our staff who provide services should be compensated fairly. We suggest the following minimum for services:

<b>Pastor</b>	<b>\$200.00</b>
<b>Church Musician</b> for Wedding or Funeral	<b>\$200.00</b>

*Fees for the use of church facilities may be changed by the Session at any time without prior notice.*

## CONTACTS

<b>Pastor</b>	Rev. Terence Dougherty	302-539-3455
	E-mail <a href="mailto:tdougherty@ovpc.org">tdougherty@ovpc.org</a>	862-432-1196

<b>Office</b>	Diane Brown, Admin. Asst.	302-539-3455
	Hours: Monday-Thursday	9:00am - Noon
	E-mail: <a href="mailto:office@ovpc.org">office@ovpc.org</a>	
	Website: <a href="http://www.ovpc.org">www.ovpc.org</a>	

Please contact the church office to be directed to the proper person to assist in planning your event.

<b>Facilities Coordinator</b>	Pamela Price
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<b>Church Musician</b>	Kathleen Rhodes
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<b>Cemetery</b>	Jim Hartsig
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## RESTRICTIONS ON USE

The following restrictions apply to the use of the church's facilities and surrounding property:

1. No alcoholic beverages shall be served in any of our facilities or consumed on church property.
2. Smoking is not permitted in any of the church facilities. Please dispose of smoking materials in the provided outside containers.
3. Gambling in any form is not allowed.
4. Partisan political functions are not allowed.
5. All products used in or around the facilities will be environmentally safe and will be disposed of in a safe and conscientious manner.
6. No tacks or nails shall be used to install decorations or other materials in or on the buildings except for those already in existence.
7. Arrangement for use of the kitchen must be secured in advance.
8. Please park on church property. **DO NOT PARK ON ADJACENT GRASSY LAWNS.**
9. **The Church activities shall take priority should a situation arise, such as a funeral, that necessitates church use of the facility you have scheduled.**

## CLEAN-UP

Persons or groups using the church's facilities are required to clean up after use. This includes the following:

1. Remove or dispose of all decorations, personal property, and trash. Trash can be placed in the green container located to the east of the office. Recyclables go into the yellow container.
2. Leave the facilities as you found them, with furniture returned to its original position.
3. Turn off all water, lights, stove, air conditioners, and electrical equipment.
4. The Fellowship Center and Sanctuary thermostats are programmed and will be adjusted by a Facility Team member. Memorial Hall thermostats (3) shall be returned to 55 degrees with heat on in winter and to 85 degrees with A/C on in summer.
5. A member of the Facility Team will open the building on the day of your event and will return to close it after you are finished.

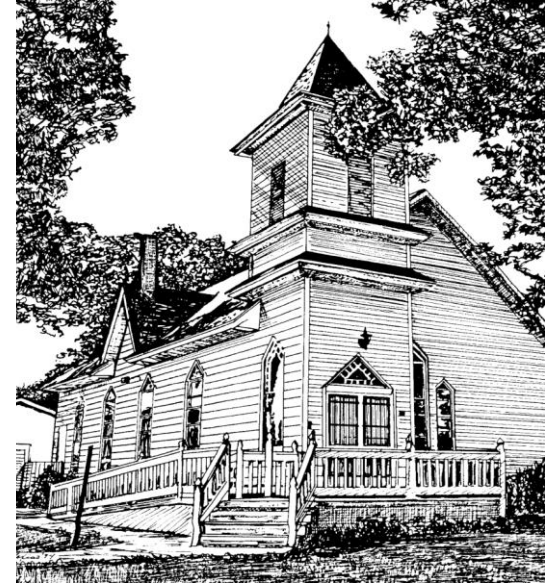
**Note: Cleaning Fee will be charged if the facilities are not left in proper order.**

## WEDDINGS

At Ocean View Presbyterian Church, we conduct weddings according to the guidelines of our denomination, The Presbyterian Church (USA). Please contact the church office for further information and a copy of the Marriage Service Guidelines.

## FUNERALS

Please contact the Pastor, or Church Office, for all Funeral and/or Memorial Service Guidelines.



## OCEAN VIEW PRESBYTERIAN CHURCH

67 Central Avenue  
Ocean View, Delaware 19970  
(302) 539-3455

## FACILITIES AND SERVICES

as of June 30, 2021

