

2BC CHILDCARE REQUEST FORM

INDIVIDUAL REQUESTING CHILDCARE

Name _____

Phone Number _____

E-Mail Address _____

Are you a member of 2BC? _____

EVENT INFORMATION

Name of Event _____

Date of Event _____ Time _____

Nature of Event _____

Is this Event Sponsored by a Ministry Yes _____ No _____

Name of Ministry Sponsoring Event _____

Please read Carefully Before Submitting

Every effort will be made to secure childcare for all ministry-sponsored events, but completing a childcare request form does not guarantee that childcare will be available.

Childcare must be requested at least two weeks prior to the event. In certain events (including but not limited to: individual small group events, specific ministry events, weddings, funerals and special programs) a portion of the childcare cost will be passed along to the group hosting the event. If costs are to be incurred, the individual requesting childcare will be notified of the charges when childcare is approved.

Childcare must be approved by the Childcare Coordinator and the Children's Pastor.

I have read and understand the above agreement:

Name _____

Date _____

OFFICE USE ONLY

Approve ____ Deny ____ Cost: Covered ____ Shared ____ Amount ____

Group/Individual Notified: Date _____ By _____

Childcare Coordinator _____ Children's Pastor _____