

The Cross Foundation

Guidelines for Events

The Cross Foundation is pleased that you are interested in holding an event at the Cross at the Crossroads. The following provides guidelines for individuals or organizations wishing to utilize the grounds:

1. **MINISTER OR PRIEST.** The event to be held must be faith based in nature. As such, an ordained minister or priest must be present for the entire event. Either the Cross Foundation board of directors and/or the Effingham Ministerial Association must approve the minister. A member of the Effingham Ministerial Association may be willing to conduct services for a group lacking an appropriate spiritual leader.
2. **FACILITIES.** The facilities available for an event include:
 - a. **Welcome Center** – The building provides restroom facilities and a chapel for public and private events.
 - i. **Chapel.** The Welcome Center features a private chapel. This facility is available for private use with prior approval from the Cross Foundation.
 - ii. **Bathroom.** The visitor's center includes restroom facilities.
 - b. **Seating** – Seating for approximately 50 guests is available in the chapel. It is strongly recommended that participants bring lawn chairs or other seating arrangements for any events hosted on the Cross Grounds.
3. **LIABILITY.** All groups using the grounds must complete the waiver of liability form prior to the use of the grounds and/or facilities.
4. **LENGTH OF USE.** Use of the Cross grounds is limited to two hours per event, without special approval by the board.
5. **EVENT PRIVACY.** The Cross at the Crossroads is viewed by thousands of travelers each day. Many stop to view the Cross and grounds. As such, the Cross grounds will not be closed off during an event, without special arrangement. The Cross Foundation will permit particular areas to be closed off during private events. However, the Cross grounds will remain open to the general public.
6. **SOUND SYSTEM.** The Cross Foundation does not provide a sound system at the present time. However, we can assist in locating a portable system to be used for your event. This should be arranged at least 10 days before the event
7. **CROSS CAMPUS.** Alcohol is strictly prohibited on the Cross Campus. Smoking is not permitted on the Cross Campus.
8. **ELECTRICAL** – Limited electrical service is available to power a small sound system or other communication device. This service should be arranged at least 24 hours before the event.
9. **FEE** – The use of the grounds is provided free of charge by the Cross Foundation. A deposit of \$100 is required. The deposit will be used to cover the costs of ground cleanup, if the facilities are not returned to pre-event conditions. Otherwise, the deposit will be returned within 7 days of the event.
 - a. While, no fee is charged for the use of the grounds, an offering to the Foundation is appreciated, as it helps to defray some of the operational costs of the organization.
 - b. A custodial fee is required for weddings conducted in the Chapel.
10. These guidelines may be amended from time to time at the discretion of the Cross Foundation board of directors

Revised: April 11, 2007