



**FUMC**  
FIRST UNITED METHODIST CHURCH  
OF PORTLAND

1838 Jefferson St Portland, OR 97201

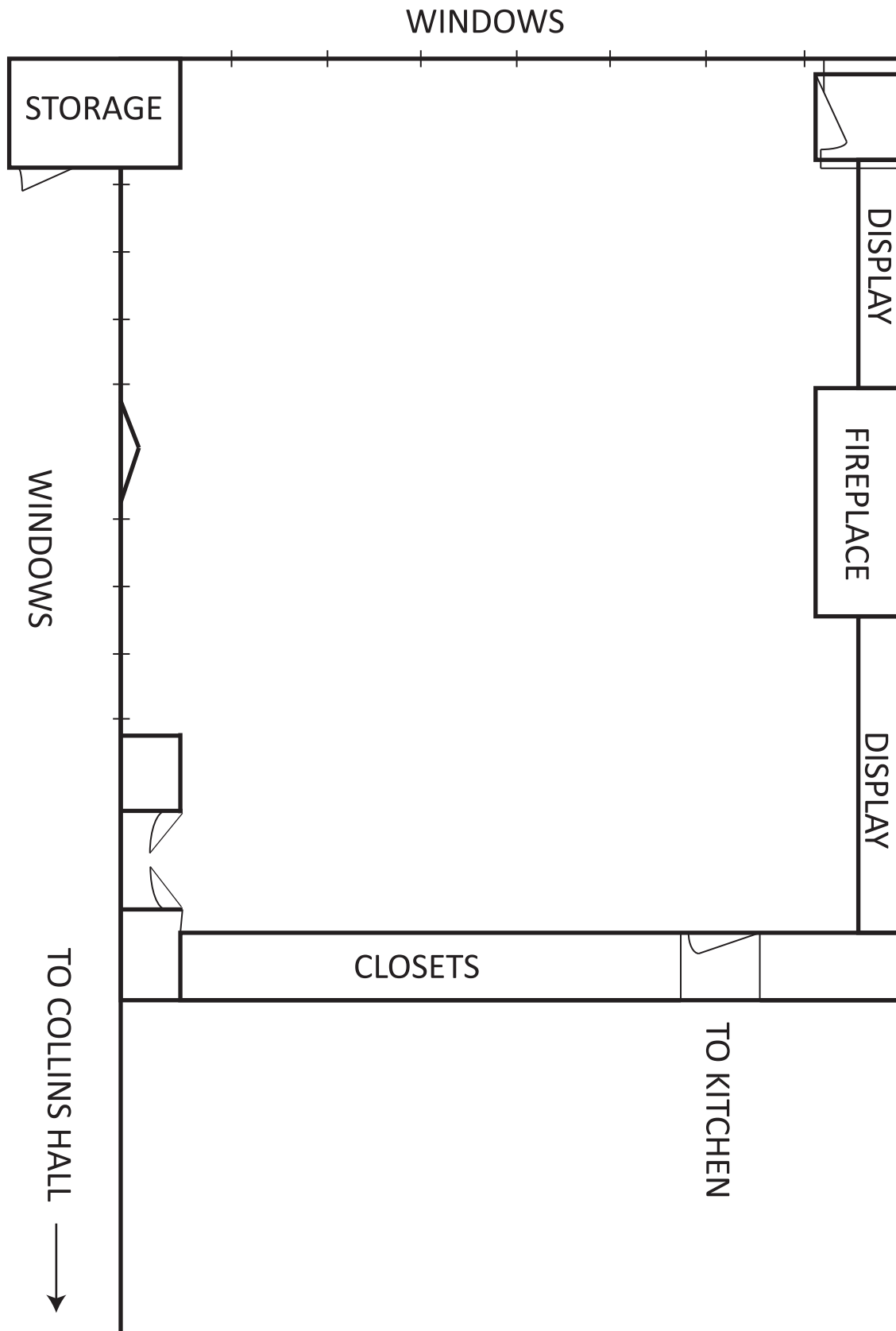
To reserve this room:

Call: 503/228-3195

Contact: Liz Temple, Office Manager

email: ltemple@fumcpdx.org

**FIRESIDE ROOM**  
(ROOM 355)



50' X 81'  
3821 s/f  
Occupancy: 255



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**APPLICATION FOR ROOM RENTAL**  
**Fireside Room**

**APPLICATION FOR ROOM RENTAL**

Name: \_\_\_\_\_

Primary Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Primary Phone: \_\_\_\_\_

Please select the location of your Primary Phone:

Home  Mobile  Work

	Yes	No	Amount	Comments
Chairs				
Tables				
Round				
Rectangle – 8 Foot				
Card Table				
Sound system				
TV with DVD Player				
Multimedia Projector (User provides computer)				
Screen				
AV Cart				
Podium with Microphone				
Serving Refreshments (User provides)				
Estimated Number of Attendees				

Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

**Application must be returned to First United Methodist Church**  
Attention: Liz Temple, Office Manager e-mail: [ltemple@fumcpdx.org](mailto:ltemple@fumcpdx.org)

**Reservation will be confirmed after receipt of this form. Please take your time when completing this form for accuracy. We will try to honor last minute (day of) request, but they may always be possible.**

First United Methodist Church of Portland 1838 SW Jefferson Portland, OR 97201  
phone: 503/228-3195 fax: 503/273-8711 email: [office@fumcpdx.org](mailto:office@fumcpdx.org) web: <http://fumcpdx.org>