

Hill Country Church
Facility Use Policy - Adams St House



1. The Adams Street Property is unique to Hill Country Church in that it not only provides a meeting or event space for church-related activities, but it may also provide overnight accommodation for guests.
2. The Adams Street Property is unique to Hill Country Church in that it not only provides a meeting or event space for church-related activities, but it may also provide overnight accommodation for guests.
3. Anyone wishing to use the 1503 N. Adams St. property must first contact the church office to confirm the desired dates and times are available and get on the calendar. Contact Carol at: carol@hccfbg.org and copy Kaleb at: kaleb@hccfbg.org or call the church office at: 830-997-3968.
4. Access: If available for your meeting/event, the church staff will provide a unique door entry code for the time of your event. On departure, please enter the same code to lock the front door.
5. Anyone wishing to use the property must also read the main Facility Use Policy and become familiar with the guidelines for use. hccfbg.org/facilityuse/
6. The general guideline for use of this facility is to “leave it the way you found it”.
 - a. Dishes: If you use the kitchen for any meal service or just coffee and dessert, please hand wash and dry all dishes and utensils and return them to their proper place. Do not leave dishes in the dishwasher.
 - b. Furnishings: If you have rearranged chairs for seating, please return to their original condition. Note: There are four additional folding chairs in the garage available for more seating.
 - c. Heating and Cooling: Adjust the thermostat for your desired comfort level, but upon departure, please return the thermostat to the following: Summer – 78°, Winter – 68°.
 - d. Restrooms: Disposable disinfectant wipes are under the sinks. Please wipe down all surface areas and tidy up before departing.
 - e. Refrigerator: Please remove any leftovers or items brought for your event.
 - f. Trash: Please remove all trash and place trash bags in the dumpster located in the church parking lot behind the building. Replacement trash bags are under the kitchen sink.
7. For overnight guests, the sponsor is responsible for the facility and will pay a cleaning fee for overnight use. The church will contract with a cleaning team for a deep cleaning of the property. The cleaning team will wash, dry and replace bed linens, and towels, clean restrooms, sweep and mop floors and remove trash.
8. Please report any problems with the property (leaking toilets, faucets, lack of supplies, broken furnishings, etc.) to the church office.