



Common Ground
103 West Main Street
Cleveland, NC, 27013
commonground@cornerstonenc.org

FACILITY USE POLICY

Welcome to Common Ground, where we offer a delightful range of coffee and ice cream. In addition to our main service area, we also provide a meeting room and occasionally host live music for the enjoyment of our guests. As a ministry of Cornerstone Baptist Church, we believe that these spaces are to be used for God's glory and in accordance with our Statements of Faith. This policy outlines the guidelines for using our facilities to ensure a pleasant and safe environment for all patrons.

GENERAL CONDUCT

- Respectful Behavior: All guests are expected to conduct themselves in a respectful manner toward staff, other patrons, and the facility.
- Cleanliness: All guests are responsible for disposing of trash properly and leaving the area as clean as they found it. Spillages should be reported to staff immediately.
- Noise Levels: Maintain a moderate noise level to ensure a comfortable atmosphere for all guests. Music and events will have designated times and volume levels managed by the staff.

COFFEE AND ICE CREAM SHOP AREA

- Seating: Seating is available on a first-come, first-served basis. Reserving tables is not permitted unless otherwise approved by the Common Ground Support Team.
- Purchases: Outside food and beverages are not allowed. All consumables must be purchased on-site or pre-approved by the Common Ground Support Team for special events.
- Wi-Fi Usage: Complimentary Wi-Fi is available for guests. Please use it responsibly and refrain from accessing inappropriate content.

MEETING ROOM USAGE

- Reservations: The meeting room is available by reservation only. Reservations can be made by submitting a completed form to the Staff at Common Ground or via email at commonground@cornerstonenc.org. Requests to use these facilities must be approved by the Common Ground Support Team and must be submitted at least one month in advance for approval.
- Duration: The meeting room can be booked in hourly increments up to 4 hours. Extended use beyond the reserved time is subject to availability and additional charges.
- Capacity: Our main service area has a seating capacity of 36 people and our meeting room has a seating capacity of 25 people. All guests must adhere to the posted capacity limits for safety and comfort.
- Set-Up and Clean-Up: Guests are responsible for arranging the meeting room to their needs and must restore it to its original state after use. Furniture may not be removed from the room unless prior approval is given by the Common Ground Support Team.
- Cancellations: Please notify the Common Ground Manager at least 24 hours in advance if you need to cancel or reschedule a reservation.

LIVE MUSIC EVENTS

- Location: Music events are permitted on the property of Common Ground. They are to be held at a designated location approved by the Common Ground Support Team. The location must not obstruct the entrance or exits of Common Ground or interfere with Common Ground operations.
- Scheduling: Music events must be scheduled as they will be advertised in advance through our social media as well as displayed in Common Ground.
- Music Selection: Music events shall perform music that is appropriate for a general audience and shall avoid playing music with explicit lyrics or content that may be offensive to Common Ground patrons or contradict the Statements of Faith of Cornerstone Baptist Church.
- Volume Control: Performances will maintain volume levels appropriate for a coffee shop setting to ensure an enjoyable experience for all guests.
- Performer Conduct: Musicians shall conduct themselves in a professional manner at all times while performing on Common Ground property and must adhere to our conduct guidelines and respect both the staff and patrons. Any behavior deemed inappropriate or disruptive to Common Ground operations or patrons will result in immediate termination of this Agreement.

SAFETY AND SECURITY

- Emergency Exits: All guests are to familiarize themselves with the location of emergency exits. Please do not block these exits at any time.
- Personal Belonging: All guests are to keep their belongings secure. Common Ground is not responsible for lost or stolen items.
- Incident Reporting: Please report any suspicious activity, accidents, or emergencies to Common Ground staff immediately.

COMPLIANCE

- Local Laws: All guests must comply with local laws and ordinances, including those related to health, safety, and noise regulations.
- Management Discretion: Management reserves the right to refuse service or access to anyone who violates these policies or engages in disruptive behavior.

CONTACT INFORMATION

For questions or further information, please contact us Common Ground located at 103 W Main Street Cleveland, NC 27013 or by email at commonground@cornerstonenc.org.

*This policy is subject to change.



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Common Ground Reservation Request and Agreement

Date(s) Requested:	
Time of Event:	
FACILITY AREA(S) REQUESTED:	DESCRIBE THE PURPOSE FOR WHICH YOU (OR ORGANIZATION) INTEND TO USE THE FACILITY.
<input type="checkbox"/> Meeting Room (Seats: 25) <input type="checkbox"/> Picnic Area in back Parking Lot <input type="checkbox"/> Side Parking Lot <input type="checkbox"/> Front Sidewalk <input type="checkbox"/> Back Parking Lot	
NEED A BARISTA? YES <input type="checkbox"/> NO <input type="checkbox"/>	ICE CREAM: YES <input type="checkbox"/> NO <input type="checkbox"/>
NAME:	
ADDRESS:	CITY, STATE, ZIP CODE:
ORGANIZATION'S NAME: (If Applicable)	ORGANIZATION'S WEBSITE ADDRESS: (If Applicable)
BRIEFLY STATE THE ORGANIZATION'S PURPOSE AND MISSION AND PLEASE LIST ORGANIZATION'S OFFICE HOLDERS/LEADERS.	

*****For Administrative Purposes Only*****

Usage Fee \$35 for use during regular business hours	Date Approved:	
Usage fee for after business hours: +\$10 per hour after	Date Paid:	

Last Updated: 12/15/2024

I affirm that:

1. I understand that Common Ground is a ministry of Cornerstone Baptist Church and does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict the Cornerstone's Statements of Faith.
2. To the best of my knowledge, the purpose for which I am requesting use of Common Ground facilities will not contradict the organization's values, and I commit to promptly disclose any potential conflict of which I am aware or become aware of to the Common Ground Manager.
3. I am not aware of any beliefs that are professed by me or the organization I represent and which is requesting use of the facilities that contradict Cornerstone's Statements of Faith. I agree to promptly disclose any potential conflicts in belief to the Common Ground Manager.
4. I understand that my use of these facilities is subject to Common Ground Support Team's approval, which is conditioned in part on my agreement to the requirements in the Facilities Use Policy, a copy of which I have read and understood.
5. I understand that I will be responsible for any damages to Common Ground facilities resulting from this proposed use of facilities.
6. Common Ground believes disputes are to be worked out between parties without recourse in the courts. (See Matthew 18 and 1 Corinthians 6). Accordingly, users of the facility agree to attempt resolution of any disputes through Christian mediation.

Signature: _____ Date: _____

Hold Harmless Agreement:

I/We _____, does hereby release and forever discharge and hold harmless Cornerstone Baptist Church, Common Ground, its staff and volunteers from any and all liability, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from our activities with Common Ground or on Common Ground Property. I/We understand that this agreement discharges Common Ground from any liability or claim that we or our members may have against Common Ground with respect to any bodily injury, personal injury, illness, death or property damage that may result from our activities on Common Ground property. I/We also understand that Common Ground does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to: medical, health, or disability insurance in the event of injury or illness. Common Ground is also discharged and held harmless in regards to any personal property that we bring on or have delivered to the premises.

Signature: _____ Date: _____

COMMON GROUND CONTACT INFORMATION:

Rebekah Fero

Common Ground Manager

commonground@cornerstonenc.org