



2008- 2009 Youth in Mission – *Youth Center* Registration Form

Group Leader: _____

Church Name: _____

Church Address: _____

**Church/Group
Leader Phone:** _____

E-mail address: _____

Arrival date/time: _____

Departure date/time: _____

Number of people:

Adults: **Female**_____ **Male**_____

Youth: **Female**_____ **Male**_____

Will you need linens and towels? _____

How many people will need keys? _____

How did you hear about our center? _____

Have you included the \$100.00 deposit required before space can be held? (Note: It is non-refundable but will be credited toward the payment of your bill. Checks are written to LSTC and Memo lined to YIM – Youth Center)

Yes _____ Will be mailed separately _____

Leader's Signature: _____

Date: _____

Please Fax this form to:
773-256-0782, Attn: Youth in Mission
Or mail this form to:
LSTC, YIM
1100 E. 55th St.
Chicago, IL 60615

Please contact us with any questions at:
800.635.1116 ext. 725
youthinmission@lstc.edu

The Lutheran School of Theology at Chicago
1100 East 55th St.
Chicago, Illinois 60615
(773) 256-0700

Youth Center and LSTC Building Reservation Release Form

_____, in consideration of permission given by Lutheran School of Theology at Chicago (LSTC), agrees to indemnify and hold harmless LSTC for any damage, destruction or theft, complete or partial, to any exhibits or personal property, and does hereby release LSTC on behalf of myself and my heirs, executors, administrators and assigns, and for each of the their heirs, executors, administrators and assigns, from and against any and all claims, demands, damages, rights of action, causes of action, losses of expenses of any kind, including attorney fees, incurred by the undersigned or anyone else, whether the same be known, anticipated, unanticipated, resulting from the use of LSTC's premises.

The undersigned further agrees to hold LSTC harmless and to release it from any claims, demand, damages, rights of action, causes of action, losses or expenses of any kind, including attorney fees, which exist or may accrue, for any and all personal injuries and expenses which may arise from the use of LSTC's premises by the undersigned.

I represent that at the time of signing this release I am of lawful age and legally competent to execute it, and that before signing and sealing it I have fully informed myself of its contents and execute it with full knowledge of them.

Church or Organization_____

Address_____

Date_____

Printed Name_____

Signature_____

Return all copies and payments to:

Lutheran School of Theology at Chicago

Attn: Youth in Mission Office

1100 E 55th St

Chicago, IL 60615

The Lutheran School of Theology at Chicago
Youth Center and LSTC Rules and Regulations

Smoking is prohibited in the building except where posted and smoking is prohibited for anyone under the age of 18.

Alcoholic Beverages are prohibited.

LSTC assumes no responsibility for injuries occurring in or around the premises during rental functions. All accidents, however, must be reported immediately to the LSTC Watchperson.

LSTC assumes no responsibility for any personal belongings left anywhere in the building—attended or unattended. If items are found, however, they must be properly identified and can then be picked up at the Youth in Mission office or the receptionist/front desk.

Personal belongings must be completely picked up before you leave the premises. Following your rental function, the rental space will be thoroughly inspected. If “excessive” clean-up is required, or if any abuse or damage to our property is evident, you will be billed for same.

Parking will not be provided by LSTC. Generally there is available parking on the streets around the Seminary. If you wish to park in the McCormick Parking lot you must contact them about a permit and receive information about their rules and regulations. (773) 947-6300

LSTC reserves the right to cancel and/or reschedule rental dates and locations in order to accommodate LSTC functions.

The individual who signs the rental agreement is responsible for the conduct of all person in his group, and must comply with any request made by LSTC’s Watchperson. Violators will be asked to leave the premises.

Church or Organization_____

Address_____

Date_____

Printed Name_____

Signature_____

Return all copies and payments to:
Lutheran School of Theology at Chicago
Attn: Youth in Mission Office
1100 E 55th St
Chicago, IL 60615

Safety Guidelines

Welcome to Youth Center at the Lutheran School of Theology at Chicago. The YC is located at the LSTC campus at 1100 E. 55th Street in Hyde Park. The neighborhood of Hyde Park is diverse in culture and this provides for an ideal urban setting for youth ministry. You all are encouraged to visit many of Hyde Park's restaurants, museums, bookstores, schools, and to take a walk to see some of the finest architecture in homes. Last, but certainly not least, Chicago has a gorgeous skyline that is enhanced by a beautiful lake front...this is a must see!

Although LSTC security encourages you to enjoy Hyde Park, there are a few things LSTC security encourages one to be attentive to:

- 1) Call 911 or (773) 702-8181 the University of Chicago Police to report suspicious persons or activities in or around the campus
- 2) Do not travel alone, travel in a groups of 4 or more
- 3) Lock doors to your apartments even if you intend to return home shortly
- 4) Lock and secure doors at all times
- 5) Do not allow strangers to enter your apartment
- 6) Do not prop open outer vestibule doors
- 7) Do not leave ANY items visible in your vehicle
- 8) Make sure your vehicle doors are locked at all times
- 9) Emergency phones are located throughout the Hyde Park neighborhood in white boxes
- 10) Make sure that all windows are well locked

Additional contact numbers:

Front desk--8:30am-10:30pm (773) 256-0700

10:30pm-1:00am (773) 256-0766

LSTC Security Cell (773) 573- 7597 (call if not at front desk)

U of C Police - (773) 702- 8181

LSTC security wants you all to enjoy your visit, be safe, and above all be blessed!