



### Introduction

Help your church compile and list all your amenities for each of the spaces that you'd like to share or lease. Highlight attractive features of the spaces you're interested in leasing or sharing, to help potential space users imagine themselves in the space.

### Facility Amenities

- ☐ How extensive is your Wi-Fi network? Does the whole campus have access?
  - \_\_\_\_\_
- ☐ How many kitchens/kitchenettes do you have? Are any of your kitchens commercially certified?
  - \_\_\_\_\_
- ☐ What kind of climate control does your building have?
  - \_\_\_\_\_
- ☐ How many restrooms do you have? How many are ADA accessible?
  - \_\_\_\_\_
- ☐ Which spaces are ADA accessible?
  - \_\_\_\_\_
- ☐ How many tables/chairs do you have that can be used in any space?
  - \_\_\_\_\_

### Outdoor Amenities

- ☐ How much parking do you have available (number of spots)?
  - \_\_\_\_\_
- ☐ What kind of parking lot do you have? (asphalt, gravel, etc.)?
  - \_\_\_\_\_
- ☐ What is the nearest public transportation option?
  - \_\_\_\_\_
- ☐ What kind of playground equipment do you have?
  - \_\_\_\_\_
- ☐ What outdoor fixtures do you have? (gazebo, picnic table, fire pit, etc.)
  - \_\_\_\_\_
- ☐ Do you have a meditation garden? Labyrinth? Outdoor gathering space?
  - \_\_\_\_\_
- ☐ Do you have a community garden?
  - \_\_\_\_\_
- ☐ What are the area dimensions of your open green space?
  - \_\_\_\_\_

## Church Property Resource Hub - **Amenities Inventory**

**Room Amenities** (Create a list of amenities for each individual space in your building.  
For each room)

- ☐ Area dimensions (length x width)
  - \_\_\_\_\_
- ☐ What is the flooring material?
  - \_\_\_\_\_
- ☐ How tall is the ceiling?
  - \_\_\_\_\_
- ☐ What is the seating/standing capacity?
  - \_\_\_\_\_
- ☐ What are the room's *permanent* special features (e.g., stage, dividing walls, built-in bookshelves, fireplace, etc.)?
  - \_\_\_\_\_
- ☐ What are the room's *flexible* special features (e.g., comfortable chairs, conference set-up, portable screen, etc.)?
  - \_\_\_\_\_
- ☐ What A/V equipment is available in the room (e.g. smart tv, projector and screen, microphones, etc.)?
  - \_\_\_\_\_
- ☐ What kind of seating is available?
  - \_\_\_\_\_
- ☐ What musical instruments does the room have?
  - \_\_\_\_\_
- ☐ Does the room have whiteboards? Chalkboards?
  - \_\_\_\_\_
- ☐ Does the room have available storage (cabinets or closets)?
  - \_\_\_\_\_
- ☐ What kind of lighting does the room offer?
  - \_\_\_\_\_
- ☐ Does the room have windows? Do they open?
  - \_\_\_\_\_

Don't feel limited to the features listed! If you notice other amenities, list them below!

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Questions or other resource requests? Contact us at [CPRH@elca.org](mailto:CPRH@elca.org)

