

Building Use Event Fee Schedule

Revised 05/12/16

Sanctuary & Narthex (capacity: sanctuary 175 seated, narthex 50 standing)

Non Member	\$25 per hour
Member	\$10 per hour

Koch (Fellowship) Hall (capacity: 100 sitting auditorium style, 72 - 80 seated at tables)

Non Member	\$100 with an additional \$50 per/hr beyond 2 hrs
Member	\$30 with an additional \$15 per/hr beyond 2 hrs

Library, Nursery, Classroom (capacity: 15 library/nursery, 20 classroom)

Non Member	\$15 per hour
Member	\$10 per hour

Kitchen

Limited use of kitchen will be available by Trustee Committee approval. If other than limited use requested, see Reception Fees for more information.

Custodian \$50 when requested/required

Audio / Visual Technician \$100 when requested / needed

Supervisor

If scheduled groups meet during non-office hours an additional supervisor fee will be included.

- **Recitals** ~ Fee is \$25, with an additional \$10 per hour beyond 2 hour
- **Library, Nursery, Classroom** ~ Fee is \$25, with an additional \$10 per hour beyond 2 hours.
- **Koch Hall** ~ Fee is \$35, with an additional \$10 per hour beyond 2 hours.

When an event is scheduled beyond 4 hours the Trustee Committee will determine the additional supervisor fee.

Deposit

First time applicant will be required to write a \$500 security deposit check prior to the event. This check will be held until after the event and returned to you upon the inspection of property. See Reception Fees for more payment information.

Payment of Fees ~ All fees are due during office hours prior to the scheduled building use. Payment is to be made by check or cash only. In the event that an "On Site Supervisor" is required a separate payment is to be made.

*Member(s) is defined, for the purposes of this document, as a person who has joined the church and/or has been active in church attendance and social functions for a period of time as approved by the Pastor/Trustees/UMW.

Exceptions can be discussed with the Trustee Committee/Pastor.