



BUILDING USE RATES

	9 a.m. - 4 p.m. Day Rate	4 p.m. - 9 p.m. Evening Rate	9 a.m. - 9 p.m. Hourly Rate
Room 5 Community Hall	\$160	\$160	\$55
Room 6 Kitchen	\$80	\$80	\$30
Room 11 Sanctuary	\$265	\$265	\$80
Room 3 or B3 Meeting Rooms	\$50	\$50	\$15
Stage	\$30	\$30	\$15
Room B6 Red Carpet Room	\$80	\$80	\$30

Surcharges

2 Hour Set-Up/Take Down - \$70

4 Hour Set-Up/Take Down - \$140

White Paper Table Covers - \$15

Insufficient Cleanup - \$100 (to be billed)

Key Loss Fee - \$200 (to be billed)

Damage Costs - Assessment if there is damage to the premises (to be billed)

Cancellation Fee - If a cancellation is made without reasonable notice (at least two weeks before scheduled building use), 20% of the anticipated rental cost will be charged. If no notice is given and the reserved space is not used, the renter will be charged full rental amount.

I have read and accept these rates:

Signature _____

Date _____