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## Building Rental Rates – Trinity United Church

### General Rentals (Anniversaries, Teas, Suppers, Fundraisers)

Sanctuary: \$300.00 plus Caretaker \$50.00

Lower Hall: \$200.00 plus Caretaker \$50.00

Lower Hall and Kitchen: \$250.00 plus Caretaker \$50.00

Use of Dishes & Dishwasher: \$50.00

Note: this is rental for a six (6) hour block of time. Each additional hour required will be charged at the rate of \$25.00 per hour or part thereof.

Note: The dishwasher is to be operated by trained personnel from Trinity UC

### Weddings:

Sanctuary: \$300.00 plus Caretaker \$50 (or \$75.00 if two visits are required)

Honorariums: Minister \$250.00, Pianist \$125.00 and Sound \$30.00 (or \$50.00 if two visits are required).

Note: If Lower Hall with or without the kitchen is used for Weddings, general rental prices will apply.

### Funerals: (These fees are usually paid by the Funeral Home).

Sanctuary: \$300.00

Honorariums: Minister \$250.00, Pianist \$125.00, Caretaker \$50 and Audio-visual \$30.00

Funeral Lunches: UCW charge \$4.75 per person for lunch (including coffee, tea, juice, water) with no hall rental fee. UCW menu is: 3 breads; Cinnamon, Raisin & Fruit plus cheese, pickles and a dainties platter. (Gluten free options are included in the dainties platter.)

If food is served and the UCW is not providing it, normal hall rental rates will apply.

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### Shared Use with other Church Congregations:

Sunday Afternoon (1-5 PM): \$100.00 per week for a 2-hour period

### Shared Use with Community Non Profit Group:

Rent for Designated Area: \$10.00 per hour with a minimum 2-hour block of time per session.

Note: A signed contract is required between the Community Group and Trinity UC. See Appendix A for a sample contract.

### Terms of Use: (All Categories)

1. Persons/ Groups renting Church and kitchen facilities must leave the premises clean and orderly.
2. No smoking in the Church – any smoking outside must be at least 30 feet away from the entrance. All cigarette butts must be placed in a designated container.
3. Deposit of \$50.00 for use of the kitchen which is refundable or applicable to final cost if left in satisfactory condition.
4. There will be a \$100.00 non- refundable deposit for weddings. This deposit is applied to the wedding Rental when the rental fee is assessed. The balance of fees must be paid no later than one week prior to the wedding date.

**Guidelines for Use of Facilities:** These guidelines are to assist in the positive use of Trinity UC facilities by individuals and groups for special events as well as regular meetings.

1. The individual or group will, when applying to hold a special event, state which area(s) of the building they wish to occupy. Only the stated areas are to be used.
2. All levels will have adult supervision when occupied.
3. Adult leaders are totally responsible and liable for events which occur when their group is using the facility.
4. If the kitchen is used check stoves, coffee urns, etc. to be sure that all controls are turned off.
5. All doors must be checked before vacating the building. Check to make sure that all lights are off including bathrooms. Note: The Narthex lights are on motion sensors and will go out on their own.
6. Cost of repairs due to damage will be assessed to the responsible party.
7. Groups wishing to use church equipment are required to make arrangements at the Church Office.

This policy, which replaces all earlier rental policy statements, was approved by the Official Board March 10, 2015. The Wedding and Funeral fees were amended by the Official Board November 12, 2019.