

# First Unitarian Universalist Church of Berks County

## Non-Member Categories of Use/Fee Schedule

	<u>Rental</u>	<u>Deposit</u>	<u>Security</u>
<b>Sanctuary</b> (accommodates 250) Includes a 1-2 hour rehearsal and/or a 1-3 hour ceremony up to a maximum of 3 hours. \$100/hour additional after the first 3 hours.	\$350	\$100	\$75
<b>Gerber Room</b> (accommodates 75) Includes up to a maximum of 3 hours \$75/hour additional after the first 3 hours	\$150	\$50	\$50
<b>Gerber Room with Kitchen</b> *** Includes up to a maximum of 3 hours \$125/hour additional after the first 3 hours <i>***use of stove requires prior Board approval</i>	\$250	\$75	\$100
<b>Upstairs Front</b> (accommodates 25) This space is not handicapped accessible Includes up to a maximum of 3 hours \$35/hour additional after first 3 hours	\$70	\$25	\$50
<b>Chalice House 1<sup>st</sup> Floor</b> (accommodates 15) Includes up to a maximum of 3 hours \$25/hour additional after first 3 hours	\$50	\$25	\$25

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### Deposits

Large events may require additional security monies, as determined by the church. Security monies will be refunded within two weeks after the event, provided the facility is returned to the condition in which it was received. Regular deposits are fully refundable if cancellation is received two weeks prior to the scheduled event. Cancellations received less than two weeks in advance will result in a \$45 gatekeeper fee being deducted from any refund monies.

### Gatekeeper's Fee - \$15/hour minimum or \$45 per event

A gatekeeper may need to be assigned for all non-member events that do not have a member sponsor that is also an approved gatekeeper. Hours are calculated from the time the building is opened for set-up to the time it is closed. For gatekeeper purposes, a wedding rehearsal and a wedding are considered separate events. The gatekeeper will open and close the building, orient guests to the facility, adjust heating controls and security devices as necessary, assist with A/V and answer questions. Set-up of table, chairs, and other items for the event are the responsibility of the renter. Cleaning is the renter's responsibility (see "Rules and Regulations").

## **Rites of Passage**

Members requesting rites of passage (weddings, memorials, funerals, and child dedications) should consult with the minister regarding availability of the minister and church. There is no fee for the minister or church building, but donations to the church are accepted. Ordinarily, a gatekeeper is not required when the minister is officiating at a rite of passage, however, should the minister determine one is needed due to the size or nature of the occasion, the gatekeeper's fees as listed above will apply.

## **Minister's Fee** - varies

Non-members requesting Rites of Passage (weddings, memorials, funerals and child dedications) should consult with the minister regarding availability and fees.

## **Fee Waivers**

Memorial Service: Fee may be waived at the minister's discretion.

Community Organizations: Groups whose philosophies are consistent with our UU principles and congregational goals may request a fee waiver for events for which no admission fee is being charged. A church member sponsor is required who is willing to supervise the group's use of the church. Please not any fee waiver requests on the Building Use Application and list the name and phone number of the church sponsor.

*Adopted: 7/10/07*

*Revised: 1/18/11*