

## St. Barnabas General Building Use Fees

DESCRIPTION OF FEES	MEMBER FEE	NON-MEMBER FEE	NON-PROFIT FEE
Sanctuary (4 hours)	\$100	\$400	\$300
Family Life Center (4 hours)	\$100	\$500	\$300
Atrium (4 hours)	\$50	\$100	\$50
Barnabas Hall (4 hours)	\$50	\$100	\$50
Kitchen & Appliances (see Caterer Policy below)	\$50	\$250	\$150
Class Rooms	\$0	\$50	\$50
Building Supervisor (4 hours with \$15.00 each additional hour)	\$150	\$150	\$150
Clean Up Fee required except for classroom	\$50	\$200	\$100
Set Up/ Tear Down (if requested))	\$100	\$100	\$100
Table Cloth for Round Tables (Cleaning Fee)	Market Price	Market Price	Market Price
Table Cloth/Skirt for Long Tables (Serving) (Cleaning Fee)	Market Price	Market Price	Market Price
Basic Wedding Fees	\$375	\$1,250	N/A
* See Wedding Fee Work Sheet also			
* Security Deposit - Family Life Center or Sanctuary	\$100	\$200	\$300
* Security Deposit - Barnabas Hall	\$50	\$100	\$150
* Security Deposit - Classrooms	\$50	\$100	\$150

**Church Membership:** Defined as an active member of the congregation ACTIVELY supporting St. Barnabas UMC with their Prayers, Presence, Gifts, Service and Witness. Any questions regarding membership qualifications will be referred to Church Staff to make the final determination in their sole discretion.

**Caterer:** If a caterer prepares any food in any fashion in the St. Barnabas kitchen, the caterer must provide proof of \$500,000.00 in General Liability insurance coverage and Workers Compensation Insurance coverage.

**Overnight Groups:** Defined as approved church group with youth/adult (7 to 1) ratio. If on Mission Trip, no charge or deposit is required. If not on a Mission Trip, a charge of \$4.00/person per night and \$200.00 deposit is required.

**Security Deposit:** Applicable Security Deposit must be paid at time the facility(ies) is reserved. **Total fees as applicable must be paid at least two (2) weeks prior to scheduled event.** Security Deposit will be refunded within 30 days after scheduled event, less any fees are necessary for cleaning and/or damage repair or replacement. **Cancellation of planned event less than 30 days prior to the scheduled event will result in forfeiture of deposit.** Church Office may contact Trustee Committee to discuss special circumstances.

**For profit organizations or "compensated" individuals will not be allowed to use church facilities. Church facilities will not be available during holidays or holiday weekends.**

Revised & Approved: February 2018