

# FIRST BAPTIST CHURCH OF QUEEN CITY FACILITIES USAGE FEES

<u>WEDDINGS</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
RESERVATION FEE	\$100.00 (NONREFUNDABLE*)	\$350.00 (NONREFUNDABLE)*
CUSTODIAL FEE	\$150.00	\$200.00
AUDIOVISUAL TECH	\$100.00	\$125.00
ACCESS KEY	\$100.00 (REFUNDED UPON RETURN)	\$100.00 (REFUNDED UPON RETURN)
DRUM REMOVAL FEE	\$250.00	\$250.00

\*WHEN CALENDARING THE WEDDING, THE RESERVATION FEE AND THE SIGNED WEDDING CONTRACT (WITH DETAILED WEDDING POLICY & PROCEDURES) WILL BE DUE. SEPARATE PIANIST/PASTORAL ARRANGEMENTS SHOULD BE MADE PRIOR TO THE WEDDING.

<u>FUNERALS</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
CUSTODIAL FEE	NO CHARGE	\$150.00 (\$100 FOR SANCTUARY ONLY)*
AUDIOVISUAL TECH	NO CHARGE	\$100.00*

\*AS A COURTESY TO THE FAMILY OF THE DECEASED, THE TOTAL CUSTOMARY FEES WILL BE PAID OUT OF AN FBCQC CHARITABLE FUND SET ASIDE FOR THIS PURPOSE. A FUNERAL CONTRACT WILL BE SIGNED WHEN FUNERAL ARRANGEMENTS ARE MADE.

<u>BIRTHDAYS/ANNIVERSARIES</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
RESERVATION FEE	\$150.00 (NONREFUNDABLE)	UNAVAILABLE
DEPOSIT	\$100.00 (REFUNDABLE IF CONTRACT TERMS ARE MET)	

BIRTHDAY OR ANNIVERSARY EVENTS MAY NOT BE SCHEDULED ON THE CHURCH CALENDAR FOR SUNDAYS OR WEDNESDAYS OR MORE THAN TWO MONTHS IN ADVANCE. THEY MAY BE HELD IN THE ANNEX, FELLOWSHIP HALL, OR FAMILY LIFE CENTER (GYM AREA ONLY AND MUST CONCLUDE NO LATER THAN 6 PM. THE RESERVATION FEE AND SIGNED CONTRACT ARE DUE WHEN CALENDARING THE EVENT.

<u>APPROVED OUTREACH</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
RESERVATION FEE	\$150.00 (NONREFUNDABLE)	UNAVAILABLE
CUSTODIAL FEE	\$100.00	
DEPOSIT	\$100.00 (REFUNDABLE IF CONTRACT TERMS ARE MET)	

APPROVED OUTREACH SHALL INCLUDE NON-PROFIT, MEMBER-FACILITATED SPECIAL EVENTS THAT ARE NOT FBCQC CHURCH-RELATED. NO BUSINESS EVENTS WILL BE ALLOWED. EVENTS MAY NOT BE SCHEDULED ON THE CHURCH CALENDAR FOR SUNDAYS OR WEDNESDAYS. THESE EVENTS MAY BE HELD IN THE ANNEX, FELLOWSHIP HALL, OR FAMILY LIFE CENTER (GYM AREA ONLY). THE RESERVATION FEE AND THE SIGNED CONTRACT ARE DUE WHEN CALENDARING THE EVENT. THE CUSTODIAL FEE IS DUE PRIOR TO THE DATE OF THE EVENT.

SCHOOL SPECIAL EVENTS APPROVED AND SCHEDULED BY THE CHURCH STAFF WILL BE IN THIS CATEGORY, BUT THE FEE SCHEDULE WILL NOT APPLY. THE CHURCH STAFF WILL DETERMINE THE APPROPRIATE FACILITIES FOR SCHOOL EVENTS.

<u>WEDDING/BABY SHOWERS</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
RESERVATION FEE	NO CHARGE	UNAVAILABLE

SHOWERS MUST BE SCHEDULED ON THE CHURCH CALENDAR AND MAY BE HELD IN THE CHURCH ANNEX, FELLOWSHIP HALL, OR FAMILY LIFE CENTER (GYM AREA ONLY). SHOWER ORGANIZERS MUST LEAVE THE CHURCH AREA CLEAN AND IN THE ORDER IN WHICH IT WAS FOUND.

<u>FBCQC CHURCH GROUP PARTIES</u>	<u>MEMBERS</u>	<u>NON-MEMBERS</u>
RESERVATION FEE	NO CHARGE	UNAVAILABLE

FBCQC CHURCH GROUP PARTIES (SUCH AS SUNDAY SCHOOL CLASS PARTIES) MUST BE SCHEDULED ON THE CHURCH CALENDAR AND MAY BE HELD IN THE ANNEX, FELLOWSHIP HALL, OR FAMILY LIFE CENTER (GYM AREA ONLY). PARTY ORGANIZERS MUST LEAVE THE CHURCH AREA CLEAN AND IN THE ORDER IN WHICH IT WAS FOUND.