

GENERAL BUILDING USE FEES

For the purposes of this document the word “member” will include both official members and constituents. Constituents are individuals/families that are regular attenders and contributing to the social and economic life of the congregation. The term member will also include family members of a members who want to use the church. Ex. An adult child of a member wants to have their wedding at East Nelson. The member will need to be the name on the reservation for the event and are the person responsible for following the requirements of the reservation.

SANCTUARY – MEMBER

No Charge for Sanctuary use.

Custodial Fee - \$30 per hour

Custodian will, at the request of the reserving member, set up the sanctuary, return the sanctuary to prior set and clean sanctuary.

The reserving member can do this, but must be noted on the reservation agreement.

If the member is doing their own set up and clean up and issues are discovered that need to be resolved by custodian, the issue will be documented and the reserving member will be charged for time and any materials needed.

PASTOR CHARGE - Each pastor will determine their charge for the type of event requested. This charge will be communicated to the Sec/Admin and be written in the Use Agreement.

PIANIST CHARGE – The charge for Weddings is \$100 and Funerals \$75 or whatever a sponsoring funeral home has budgeted for the pianist.

SANCTUARY – NON MEMBER

The charges for non members will the same as for members.

PASTOR CHARGE - Each pastor will determine their charge for the type of event requested. This charge will be communicated to the Sec/Admin and be written in the Use Agreement.

PIANIST CHARGE – If a pianist is requested and East Nelson has someone available the charge for Weddings is \$100 and Funerals \$75 or whatever a sponsoring funeral home has budgeted for the pianist.

SOUND CHARGE – If a sound person is requested and East Nelson has someone available the charge for Weddings is \$100 and Funerals \$75 or whatever a sponsoring funeral home has budgeted for the sound person.

VIDEO – If a video person is requested for a Funeral and East Nelson has someone available the charge is \$75 or whatever the sponsoring funeral home has budgeted for a pianist.

If a video person is requested for a Wedding and East Nelson has someone available, the charge will be determined when the desires/needs of wedding couple have been discussed.

HOST/HOSTESS – This person will unlock, the church, be available for questions, and lock the church after the event.

The charge is \$50

GATHERING ROOM – MEMBER

The Gathering can accommodate 134 people. There is **NO CHARGE** for members.

Custodial Fee is \$30 per hour

Custodian will, at the request of the reserving member, set up the sanctuary, return the sanctuary to prior set and clean sanctuary.

The reserving member can do this, but must be noted on the reservation agreement.

If the member is doing their own set up and clean up and issues are discovered that need to be resolved by custodian, the issue will be documented and the reserving member will be charged for time and any materials needed.

GATHERING ROOM – NON MEMBER

The Gathering Room can accommodate 134 people. There is **NO CHARGE** for non members.

Custodial Fee is \$30 per hour.

Custodian will, at the request of the reserving party, set up and clean up after the event. The time required will be determined at the time of the agreement for use. This will be put in the use agreement. Half down will be required at the time of reservation. Balance paid on the day of the event. The deposit will be refunded if the event needs to be cancelled. 48 hour notice is required.

HOST/HOSTESS FEE – This person will unlock the church, be available for questions during the event and come to lock the church after the event.

The Charge is \$50*

IF THE CARPET IS STAINED AND REQUIRES PROFESSIONAL CLEANING THERE WILL BE AN ADDITIONAL FEE EQUAL TO THE BILL FOR CLEANING.