Item	Notes	Cost	Charge
	Includes building amenities and services. Restrooms and		30
	common areas, snow removal, coat racks See page two		
Auditorium for event day	for rental details.	\$600.00	
	Full use of kitchen for food prep and cooking,		
Kitchen for outside caterer, full use	refrigeration, dishes, etc.	\$600.00	
	Limited use of kitchen to do limited prep of prepared		
Kitchen for outside caterer, limited use	foods, dishes.	\$300.00	
Conference Room 101	Meetings, day storage or additional event space.	\$100.00	
John Faith Little Theater with private wifi	Meetings, smaller venue events	\$100.00	
LED string lighting, install and removal		\$75.00	
Table linens laundry, external caterer/bar	All table cloths laundered onsite by Backus staff	\$100.00	
Table linens laundry, Backus caters/bar	All table cloths laundered onsite by Backus staff	\$0.00	
	Backus will provide bags. Event staff will remove during		
Garbage, if independent caterer/bar	the evening of the event.	\$100.00	
	Backus will provide bags. Event staff will remove during		
Garbage if Backus caters/bar	the evening of the event.	\$0.00	
Chair charge	Set up and take down	\$2 each	
Table charge, includes linens	Set up and take down	\$0.00	
	Backus staff on site for building support. Onsite through		
Event staff	closing.	TBD	
	Refundable provided there isn't extrordinary cleaning or		
Security deposit	damage to the building or property	TBD	
Clean building and restore for next day	Auditorium and commons areas	\$50/hour/pp	
Big screen TV		\$25.00	
Podium,		\$0.00	
Sound system		\$75.00	
Stage risers		\$0.00	