

# OUR SAVIOR'S LUTHERAN CHURCH USE OF FACILITIES - FEE STRUCTURE, 2015



## Room(s)/Other Resources

		Member*	Non-Profit Organization	Non Member or For Profit Organization
<b>*Sanctuary</b>	up to 4 hours	\$50	\$100	\$200
	up to 8 hours	\$100	\$200	\$400
	Recital, Concert	\$100	\$200	\$400
	Recital, Concert (with 2 rehearsals)	\$150	\$300	\$600
	*Room Specialist required	\$25/hr	\$25/hr	\$25/hr
<b>*Celebrate Center</b>	Up to 4 hours	\$75	\$150	\$300
	Up to 8 hours	\$150	\$300	\$600
	*Room Specialist required	\$25/hr	\$25/hr	\$25/hr
<b>Fellowship Hall</b> with kitchen (consult with food coordinator)	Up to 4 hours	\$50	\$100	\$200
	Up to 8 hours	\$100	\$200	\$400
<b>Fellowship Hall Kitchen only</b>		\$25	\$25	\$50
<b>Gathering Place</b>	Up to 4 hours	\$75	\$150	\$300
	Up to 8 hours	\$150	\$300	\$600
TV Technology/Monitors will only be used for large event and with a sound person scheduled.		\$50	\$50	\$50
<b>Gathering Place Kitchen (consult with food coordinator)</b>	Up to 4 hours	\$25	\$75	\$100
	Up to 8 hours	\$50	\$150	\$200
	with equip. use	\$75	\$175	\$225
	*Room Specialist	\$25/hr	\$25/hr	\$25/hr
<b>Gym Use</b>		\$30.00/hr	\$50.00/hr	\$50.00/hr
Music system in the gym must be booked ahead of time with a sound person scheduled		\$35	\$35	\$35
<b>Friendship Room</b>		No charge	\$25	\$50

<b>Labyrinth Room</b>	<b>No charge</b>	<b>\$25</b>	<b>\$50</b>
<b>Youth Room</b>	<b>No charge</b>	<b>\$25</b>	<b>\$50</b>
<b>Meeting Rooms (includes choir rooms and Chapel)</b>	<b>No charge</b>	<b>\$25</b>	<b>\$25</b>
<b>Theatre Room (Holyword Theatre)</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>
<b>Sound Technician</b>	<b>\$25/hr</b>	<b>\$25/hr</b>	<b>\$25/hr</b>
<b>Powerpoint Technician</b>	<b>\$25/hr</b>	<b>\$25/hr</b>	<b>\$25/hr</b>
<b>Powerpoint Equipment Use</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>
<b>Equipment set up:</b> (screens, projectors, mics, powerpoint)	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>
<b>Linens</b>	<b>\$3.00/pc</b>	<b>\$3.00/pc</b>	<b>\$3.00/pc</b>
<b>Custodial Fees for set up, tear down, garbage and vacuuming</b>	<b>\$25/hr</b>	<b>\$25/hr</b>	<b>\$25/hr</b>
<b>Coffee</b>	<b>\$20/gal</b>	<b>\$20/gal</b>	<b>\$20/gal</b>
<b>Event Planner on site</b>	<b>\$25/hr</b>	<b>\$25/hr</b>	<b>\$25/hr</b>
<b>Nursery</b>	<b>No charge</b>	<b>\$25</b>	<b>\$25</b>



**OUR SAVIOR'S**  
LUTHERAN CHURCH

**Catering Services and food preparation (consult with food coordinator for menu options)**

**Overnight Groups - refer to overnight policy for groups**

**Definitions:**

**\*Member:** Room charge is waived (except for the Celebrate Center, Sanctuary and Gym)

for OSL members who have a special family event they are hosting **ONLY**, for example: birthday, graduation, etc.

All other fees will apply as needed. Cleaning guidelines will be followed. A \$50 deposit will be received

**Non-Profit:** Non profit groups in the community and surrounding area

**Non-Member/For Profit:** Individuals using our space that are not members or the group is for profit.

**Room Specialist:** Someone who needs to be present to assist with either room needs, sound, food, etc.

**(Recurring use of a room will be negotiated with a written contract.)**

Approved: April, 2011

Revised: Oct. 2012, Feb. 2014, Nov. 2014