

STONY PLAIN UNITED CHURCH
FACILITIES RENTAL RATE SHEET
(Effective 2018.Jan.01)

Area	Comments	Fee (2018)
Sanctuary	Used for wedding ceremonies, concerts, memorials, funerals, lectures, etc. Equipped with PA, wireless mics, video projector, assisted listening receivers, grand piano, organ Padded pews seat about 350 for ceremony or lecture. Adjoining Narthex and Crying Baby Room. Carpeted floors.	\$170.00
Holborn Room (Basement)	Multi-purpose room – Seating for about 300 for dining. Adjoins the Commercial Kitchen Has PA and a projection screen Carpeted floor	\$210.00
Brightbank Room	Multi-purpose room – Seats about 80 for dining. Seats about 100 for ceremony/lecture. Near the Small Kitchen Hardwood floor.	\$110.00
Back Hall	Multi-purpose room – Seats about 50 for dining or lecture. Adjoins the small kitchen. Lino floor.	\$60.00
Small Kitchen	Kitchen with refrigerator, electric stove, sink, dishwasher, tea kettle, coffee maker.	\$60.00
Basement Commercial Kitchen	Commercial Kitchen reserved for Church catering and events. Requires a church designated supervisor to be in attendance while the equipment is used for safety. Restaurant duty equipment includes, prep tables, sinks, pass-through high temp dishwasher, two stoves, ovens, grill, warming cabinet, refrigerator <i>(Special permission by UC Catering is required)</i>	\$500.00
Board Room (Upstairs)	Multi-purpose room – Seats about 20 for meetings. Lino floor. White board (3x4ft)	\$50.00
Meeting Room (upstairs)	Multi-purpose room – Seats about 20 for meetings. Lino floor.	\$40.00
Library Chapel	Multi-purpose room – Used for wedding ceremonies, memorials, funerals, lectures, etc. Seats about 30. Carpeted floor. Organ.	\$40.00

Facilities Rental Rate Sheet, cont.

Set up and take down services		Contact janitor
Catering Services		Contact UCW
Janitorial Services		Contact Janitor
Glassware, china, cutlery and utensils		TBD
Chairs and tables		TBD

Other things

A completed and signed Facilities Use Agreement and deposit are required to reserve a date. Other events may be going on concurrently in the facility, hence we ask that your event guests confine themselves to your assigned area. Your event use is based on returning the facilities in “as good as or better than condition”. Alcohol is not allowed in the facilities except by special permission from the church Council. Any damages resulting from your event you are responsible for. The church is not responsible for loss or damage of anything you bring in for your event. We recommend you consider getting event insurance as the church cannot accept any liability for your event.