



# ST. ANNE'S EPISCOPAL CHURCH

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## Facility and Grounds Use – Fee Schedule

The following fee requirements and deposit amounts are approved by the Vestry.

### Ministry Center Fees:

#### **\$25 per room per hour**

*e.g. A one-hour event is \$25; a two hour event is \$50; etc. Separate fees apply for use of multiple buildings. Separate fees apply to the Parish Hall, Main Sanctuary and Little St. Anne's.*

#### **\$400 per day or \$200 per half day for all eight classrooms**

*Separate fees apply for use of multiple buildings. Separate Fees apply to the Parish Hall, Main Sanctuary and Little St. Anne's.*

#### **Security Deposit: \$50**

*Becomes non-refundable if event is cancelled two weeks or less prior to the confirmed date or in the case of property damage.*

### Main Sanctuary & Chapel Fees:

#### **\$250 per event**

*Fee gives access to the facility for 2 days.*

#### **Security Deposit: \$250**

*Required at time of reservation and becomes non-refundable if event is cancelled two weeks prior to the confirmed date or in the case of missing property or property damage.*

#### **Key Deposit: \$50**

*Required at time of reservation and becomes non-refundable for failure to return key within 48 hours of the event close to the Parish Administrator.*

### Parish Hall Fees:

#### **\$150; \$250 with Kitchen Access**

*Fee gives access to the facility for 2 days to allow time for decorating, etc. The fee also includes X 6-ft round tables, X 8 ft banquet style tables, and X stackable chairs.*

#### **Parish Hall Security Deposit: \$150; \$250 with Kitchen Access**

*Required at time of reservation and becomes non-refundable if event is cancelled two weeks prior to the confirmed date or in the case of missing property or property damage.*

#### **Key Deposit: \$50**

*Required at time of reservation and becomes non-refundable for failure to return key within 48 hours of the event close to the Parish Administrator.*

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### Playground Fees:

**\$20 per two hour event**

*Fee gives access to the playground for two hours.*

### Grounds/Lawn Fees:

**\$50 per two hour event**

*Fee gives access to the lawn area located between the Parish Hall, Ministry Center and Little St. Anne's for two hours.*

**Security Deposit: \$50**

*Required at time of reservation and becomes non-refundable if event is cancelled two weeks prior to the confirmed date or in the case of missing property or property damage.*

### Wedding Fees:

**\$250 per Event**

*The General Wedding Fee applies to all weddings at St. Anne's, including those of members, and is non-refundable. This fee covers the overhead and administrative costs incurred by the church, use of the worship facilities, cleaning costs, sound operator, bulletins, etc.*

**Organist's Fees: \$150 per wedding + \$50 per rehearsal**

*The organist receives a fee as weddings are an additional duty not covered under the regular contract. The organist charges \$150 for the wedding itself, and \$50 for the rehearsal.*

**Suggested Honoraria**

*St. Anne's suggests an honorarium be given to additional persons assisting in your wedding. While the actual amount is left to your discretion, it is only polite to offer a gift of thanks to those who give freely of their time to make your wedding a special and memorable occasion.*

**Funerals**

*There are currently no fees applied to funerals, with the exception of the organist's fee as determined in his or her letter of agreement.*