

Members/Attenders Non-attenders

<u>Private Party</u> Atrium and Kitchen	\$65.00	\$125.00 +\$25/hr (includes coordinator, clean-up, they set up and tear down tables/chairs/etc., no sound equip./stage lights.) Saturday night, the price is \$200.00 + \$25/hr.
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Always approve with PMC to ensure space and/or coordinator is available and to get key cards.

If sound equipment, stage lights, etc. is requested, there will be an additional charge of \$40.00/hour to cover the cost of the sound tech to be at the event.

If other rooms are requested, **in addition to the flat fee**, \$30.00 will be charged for each additional space.

<u>Special programs/</u> <u>Presentations</u> Entire building	\$0.00	\$325.00 for 3 hours/ \$25/hr each additional hour (includes coordinator, clean-up, they set up and tear down tables/chairs/etc., sound equipment/stage lights with sound tech.) Saturday night, the price is \$600.00 + \$25/hr.
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Always approve with PMC to ensure space and/or coordinator is available and to get key card.

Wedding Initial fee of \$650 is required and includes the * below. A \$200 deposit, which is refundable, is required to cover damages or hours not covered in initial fee. An additional \$25/per person is charged if the maximum hours is extended.

Hourly fees: Sound tech	4 hrs	\$100*
Coordinator	6 hrs	\$150*
Custodian	3 hrs	\$75*
Flat fees: pre-wedding sessions with pastor		\$100
Ceremony with pastor		\$100
Building Use	up to 6 hrs	\$200*

Always approve weddings with PMC and wedding coordinator before booking.