

MILNOR LUTHERAN CHURCH POLICY FOR USE OF CHURCH FACILITIES

FELLOWSHIP HALL

Member function: A deposit of \$100, payable to Milnor Lutheran at the church office, is required, refundable upon acceptable condition of the facility after the event. Multiple parties are each to pay the deposit individually. Scheduled church functions take priority over other events. Parties will be responsible to replace or fix anything that is damaged or broken.

Non-member function: A fee of \$50, plus a deposit of \$100 is required. The deposit of \$100 will be refunded upon acceptable condition of the facility after the event. Multiple parties are each to pay the fee and deposit individually. Parties will be responsible to replace or fix anything that is damaged or broken.

A janitorial fee will be added if the renter designates in the rental contract.

CHURCH

Weddings: Members:

- \$150--charge for use of the church (two days) plus; includes janitorial fee after wedding only
- \$200--deposit, refundable if church is left in acceptable condition after the wedding
- \$100--optional fee for cleaning church after rehearsal

If the Fellowship Hall is used for a wedding reception, see the fees listed above. All fees are to be paid at least 30 days before the wedding.

Weddings: Non-Members:

- \$200--charge for use of the church (two days) plus; includes janitorial fee after wedding only
- \$200--deposit, refundable if church is left in acceptable condition after the wedding
- \$100--optional fee for cleaning church after rehearsal

If the Fellowship Hall is used for a wedding reception, see the fees listed above. All fees are to be paid at least 30 days before the wedding.

BASEMENT

Church Basement: Free-will donations will be accepted for use of the church basement. It is expected that those using the basement will clean up after themselves. If it is left in unacceptable condition, those parties responsible will not be allowed to use the basement for future events.

WRITTEN AGREEMENT

Parties wishing to use the church facilities will sign a written agreement, which details what is expected of the renter and will provide the church with contact information should problems arise.

Revised December 2018