

ST. PAUL'S ANGLICAN FEE WORKSHEET

DOAR HALL (INCLUDES DOAR HALL AND THE ATRIUM) 100-350 people

Rental Fees: table and chairs included.

Confirmed St. Paul's Communicant in good standing No fee to rent

Auxiliary Fees:

Set-Up/Take-Down fee \$ 750.00

Cleaning fee \$ 250.00

Required Security Deposit – due with the signed contract \$ 325.00

Non-Member – to rent \$ 3,000.00 (includes auxiliary fees)

*Event Host _____ \$30.00/hour _____ hours for event = _____

*(required for the duration of the event in the Atrium and Doar Hall for all outside groups).

Optional: Audio/Visual Tech Support - \$50.00/hour/per person needed _____

Required Security Deposit – due with signed contract 1,500.00

(Separate check made payable to St. Paul's Anglican will not go toward the rental fee.)

**Full refund, if the event is canceled, is 45 days prior to the date scheduled. Half refund 14 days prior to the date scheduled. No refund if your event is canceled less than two weeks prior to the date scheduled.

ATRIUM ONLY 20-80 people

Rental Fees: (tables and chairs included)

Confirmed St. Paul's Communicant in good standing No fee to rent

Set-up/Take-down fee \$ 250.00

Cleansing Fee \$150.00

Non-Member – to rent \$500.00

Cleaning Fee \$150.00

Required Security Deposit – due with signed contract \$ 250.00

(separate check made payable to St. Paul's Anglican – will not go toward the rental fee).

*Event Host: _____ \$30/hour _____ hours for event = _____

Total Fees: _____ due 10 days before date of event on _____.

****Full refund if the event is canceled 45 days prior to the date scheduled. Half refund 14 days prior to the date scheduled. No refund if your event is canceled less than two weeks prior to the date scheduled.**

AMBLER HALL 20 – 125 people

Rental Fees: tables and chairs included.

Confirmed St. Paul's Communicant in good standing No fee to rent

Auxiliary Fees:

Set-up/Take-down	\$ 500.00
Cleaning Fee	250.00
Required Security Deposit – due with signed contract	375.00

Non-Member – to rent 2,000.00

Auxiliary Fees:

Set-up/Take-down	500.00
Cleaning Fee	250.00

*Event Host: _____ \$ 30/hour _____ hours for event= _____

(required for the duration of the event in Ambler Hall for all outside groups).

Required Security Deposit – due with signed contract 1,000.00

(separate check made payable to St. Paul's Anglican – will not go toward rental fee).

Total Fees: _____ due 10 days before date of the event on _____

****Full refund if the event is canceled 45 days prior to the date scheduled. Half refund 14 days prior to the date scheduled. No refund if your event is canceled less than two weeks prior to the date scheduled.**

