

**SPIRIT OF LIFE PARISH
FACILITY USAGE CHARGES/POLICIES**

Facility Usage Charges:

Activity Center:

Foyer area with simple use of kitchen (capacity of 75).....	\$75.00
Entire area with simple use of kitchen (capacity of 250)	\$150.00
[Note: Simple use of kitchen includes coffee makers, beverage serving containers, sinks, refrigerators.]	
Additional kitchen use fee [for cooking, dishwasher, etc]	\$100.00

Tables and Chairs: There are sufficient chairs for 250 people. However, the tables available include: 12 round, which seat 8 each; 8 rectangular, which seat 10 each; and 3 rectangular, which seat 8 each.

Church:

Church use for wedding (parishioner).....	\$100.00
Church use for wedding (non-parishioner).....	225.00

Church capacity is 740, with overflow seating for an additional 200.

Facility Use Policies:

Set-up and Clean-up: All set-up and clean-up of areas used is the responsibility of the renter. Arrangement of any tables, chairs, equipment and or decorations, etc. must not interfere with access to any exits to the building. Set-up and clean-up of all areas must occur so as to not interfere with other scheduled activities. Renter is responsible to return all areas to the condition in which they were upon entering the facility, including taking all garbage and trash to the outside dumpster.

Food and Beverage: The renter must provide all food and beverages for their event. Renter must provide all paper plates, bowls, cups and disposable silverware. [Parish table service - plates, bowls, cups, glasses and silverware may be used if washed and put away after use.]

Alcoholic Beverages: No alcoholic beverages may be served or consumed in the Parish building or on Parish grounds. The Parish reserves the right to ask anyone who is consuming or has consumed alcohol or drugs to leave the premises, or, if necessary to close the event if it is in violation of this regulation.

Tobacco: The Parish building is smoke-free. There is no smoking allowed anywhere in the Parish building.

Facility Usage/Indemnity Agreement: Any person, group, organization or entity who uses or rents any parish facility must complete the "Facility Usage/Indemnity Agreement", and pay all fees at least one week prior to the date of their event.