

**Gates Presbyterian Church
Building Use Fee Schedule¹
- One Time Use -**

Room	CATEGORY 1 GPC member activities ² (Non-church related) OR Community non-profit organizations and service groups	CATEGORY 2 Non-Member Fees ³ (Other groups, organizations, or individuals)	
		1 – 4 hours	4 – 8 hours
Fellowship Hall (Room 24)	\$25	\$60	\$85
Fellowship Hall & Kitchen (Rooms 24, 27)	\$35	\$85	\$110
Kitchen (Room 27)	\$30	\$50	
Adult Lounge (Room 1)	\$20	\$50	\$75
Classrooms ⁴	\$25	\$45	\$60
Custodial Fee	n/a	\$40	
Key Deposit	n/a	\$50 Refundable upon return of key. Must be returned within 30 days of event.	
Security Deposit	\$50 ⁵	\$50 ⁵	

¹GPC is not available for use after 5pm on Friday or Saturday. Use of the building for receptions following Gates Presbyterian Church member funerals are free. All other post-funeral receptions follow the above fee schedule.

²If a GPC member reserves the building for a relative or friend, the member must be present for the entire event.

³An individual or group who wants to rent GPC must have a connection with a GPC member; the building use request form will ask for the member referral.

⁴When renting either the Fellowship Hall (Room 24) and/or the Adult Lounge (Room 1), Classrooms may be added for a flat rate of \$10 per classroom. Classrooms are all rooms that are available for rental that are not the Fellowship Hall, Kitchen or Adult Lounge (Room 1). Note: the sanctuary is not available for rental. It's use requires special permission by the Building Use Committee.

⁵Security deposits will be returned when the key is returned or no later than 5 business days as long as the renter has adhered to the "Gates Presbyterian Church Building Use – Policies & Guidelines".

Gates Presbyterian Church
Building Use Fee Schedule
- Reoccurring Rentals -

Groups that are part of the Mission of Gates Presbyterian Church are asked to make a minimum donation of \$10 per use for the first room, plus \$5 per additional room.

Groups that are not part of the Mission of Gates Presbyterian Church are required to pay \$10 per use for the first room, plus \$5 per additional room.

Room reservation must be done through the GPC Office Administrator. The Office Administrator will identify possible room availability then forward the request to the Building Use Trustee for approval.

GPC church activities take priority for all rooms at GPC. On the rare occasion in which GPC needs a previously scheduled room, GPC will work to move the group to an equivalent room.