

## GPC Building Use Fee Schedule

### One-Time Use

Room	Member Fee <sup>(1)</sup>	Non-Member Fee <sup>(2)</sup>	
		1-4 hours	4-8 hours
Fellowship Hall, Room 24	\$35	\$80	\$110
Fellowship Hall & Kitchen	\$45	\$110	\$140
Kitchen, Room 27	\$40	\$65	
Adult Lounge, Room 1	\$25	\$75	\$100
Classrooms <sup>(3)</sup>	\$35	\$60	\$80
Custodial Fee	n/a	\$55	
Key deposit <sup>(4)</sup>	n/a	\$65	
Security Deposit <sup>(5)</sup>	\$65	\$65	

#### Notes:

(1) Member fee applies to GPC member non-church related activities OR a community non-profit organization and service groups. An individual or group who wants to rent space at GPC must have a connection with a GPC member. The building use request form will ask for the member referral.

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

(3) When renting the fellowship Hall and/or Adult Lounge, classrooms may be added for a flat rate of \$10 per classroom

(4) Key deposit will be returned upon the return of the key(s). keys to be returned within 30 days following the event.

(5) Security 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 Policy.

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### **Reoccurring Use**

If the group or organization does not have a written lease with GPC, the following terms apply...

Groups that are part of the mission of Gates Presbyterian Church are asked to make a minimum donation of \$15 per use for the first room plus \$10 per additional room. Any donations are expected to be made only within the group's reasonable financial means.

Groups that are not part of the mission of Gates Presbyterian Church are required to pay \$15 per use for the first room plus \$10 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 GPC Trustees for approval.

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

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