

UNITARIAN CHURCH OF EVANSTON

Rental Fee Rates *(Effective July 1, 2008)*

SANCTUARY

Event Requiring Auditorium Set-Up Only

Base Rent	\$580 for 4 hours	Please Note: A gas surcharge may be included during fall/winter season.
Additional Time	90 per hour	
Custodial	115 per day	

Event Requiring Other Set-Up (Tables & Chairs, Chairs in the Round)

Base Rate	780 for 4 hours	
Additional Time	90 per hour	
Custodial (over 100 people)	230 (per day)	(\$120 under 100 people)

Additional Fees

Saturday Night Past 10: 00 p.m.	200
Kitchen	135
Piano	70 (+200 security deposit)
Sound	60

Please Note: Receptions and Food Service are Not Allowed on the Chancel (stage) at any time.

A licensed caterer is required for events where food and drink are served.

A certificate of liability is required for food and alcohol.

The rental rate includes use of the church tables and chairs.

ROOM 3

Base Rate	\$180 for 3 hours
Additional Time	65 per hour
Custodial	65 per day

ROOM 2

Base Rate	130 for 3 hours
Additional Time	45 per hour
Custodial	45 per day

LOWER LEVEL ROOMS

Base Rate	60 for 3 hours
Additional time	25 per hour
Custodial	45 per day

RATES FOR CHURCH MEMBERS

Church members may rent the church for non-church family activities for half the rental rate plus full custodial and other fees. This means people who have been pledging members of the church for 6 months or longer.

Wedding Services/Funeral Services are Free for Members. A free-will donation is recommended as appropriate.

*Funerals and \$800 unless doing a catered reception, then \$900 + custodial

*Sound Services \$60.