Space Allocation and Pricing Schedule

	Use of Building Fee	Custodial Fee (set-up, Clean Up)	Replacement Cost for Damages	Fee For Equipment
Members	Yes	Yes	Yes	Yes
Non-Members	Yes	Yes	Yes	Yes
Non-Profit Organization	Yes	Yes	Yes	Yes

Rental Space Fees	**Members Fee**	**Non-Profit Organization**	**Non-Member**	**Building Fee (Non-Refundable)**	**Deposit Rental Fee (Refundable)**
Sanctuary (Except Wedding)	$0	$200.00	$250.00	$75.00	$150.00
Fellowship Hall (Only)	$150.00	$150.00	$300.00	$75.00	$150.00
Fellowship Hall & Kitchen	$200.00	$200.00	$500.00	$75.00	$150.00
Small Classroom	$30.00	$50.00	$50.00	N/A	$15.00
Medium Classroom	$45.00	$70.00	$70.00	N/A	$25.00
Large Classroom	$50.00	$100.00	$100.00	N/A	$50.00
Entire Parking Lot	$200.00	$300.00	$300.00	N/A	$100.00

Fix Cost Fees	**Members**	**Non-Profit Organization**	**Non-Member**	**Building Fee (Non-Refundable)**	**Deposit Rental Fee (Refundable)**
Damage Deposit	$250.00	$250.00	$250.00	N/A	$250.00
Sexton	$150.00	$200.00	$200.00	N/A	N/A
Cleaning Fee	$250.00	$250.00	$250.00	N/A	N/A
Media	$100.00	$100.00	$100.00	N/A	N/A

Equipment and Service Fees	**Members**	**Non-Profit Organization**	**Non-Member**	**Building Fee (Non-Refundable)**	**Deposit Rental Fee (Refundable)**
Laptops	$25.00	$25.00	$25.00	N/A	N/A
Streaming Services	$50.00	$50.00	$50.00	N/A	N/A
Microphones (each)	$10.00	$10.00	$10.00	N/A	N/A
DVD Player	$15.00	$15.00	$15.00	N/A	N/A
Projector	$20.00	$20.00	$20.00	N/A	N/A
Sound System	$25.00	$25.00	$25.00	N/A	N/A

Wedding Service Fees	Members	Non-Profit Organization	Non-Member	Building Fee (Non-Refundable)	Deposit Rental Fee (Refundable)
Wedding Ceremony	$500.00	$700.00	$700.00		$300.00
Reception	$450.00	$600.00	$600.00		$300.00
Rehearsal Dinner	$300.00	$300.00	$300.00		$150.00
Bridal Room	$150.00	$150.00	$150.00		$75.00
Groom's Room	$150.00	$150.00	$150.00		$75.00

***The chart shows hourly rates and fixed prices for members/non-members and non-profit organizations**

Total Rental Space and Equipment Service Fee $_____

Grand Total $_____

Refundable Damage Deposit $_____

I have read the Building Use Policy and understand the Rules for Use.

Second Baptist Church
5100 W. Hundred Road
Chester, Virginia 23831

_____
Signed (signature)

_____
Print Name

_____
Date

Rentee Name:
Address:
City, State, Zip Code:

_____
Signed (signature)

_____
Print Name

_____
Date