

Congregational Church of Belmont
Room Rental Rates

Sanctuary or Dining Room (kitchen included)

No. of people	M- Th. Either room	M- Th. Both rooms	F-Su. Either room	F – Su. Both rooms	Security Deposit
Up to 25	\$125	\$200	\$175	\$250	\$250
26 to 50	225	325	275	425	250
51 to 100	325	425	375	525	250
Over 100	375	525	475	625	250

Fireplace (Pillar) Room (kitchen included)

No. of people	Mon.-Thurs.	Fri.-Sun.	Security Deposit
Up to 25	\$75	\$100	\$250
26 to 50	100	125	250
51 to 100	125	150	250

1. Rates are based on time of use four hours or less. Add 50% for time over 4 hours. Time of use includes setup/takedown/cleanup time.
2. If the church is responsible for setup/takedown of your tables/chairs, add \$100.
3. If no one from the church will be attending the event, add a host fee of \$15 per hour for all time that you need access to the building.
4. The Security Deposit is required to reserve the space. Any balance is due two weeks before date of use. The Security Deposit, less any deduction for overtime use, excessive cleanup or damage, will be refunded within two weeks following date of use.

Example 1: Use of dining room, sanctuary, and kitchen for over 4 hours on a Saturday by 75 people, with host and setup:
 $\$500$ (base) + 50% of 500 (over 4 hrs) + 100 (setup) + 60 (host) + 30 (2 extra host hours) = $500 + 250 + 100 + 60 + 30 = \940 plus refundable deposit.

Example 2: Use of dining room or sanctuary for 3 hours on a Wednesday by 20 people, no host or setup: \$100 (base) plus refundable deposit.