



JAMES REEB UNITARIAN UNIVERSALIST CONGREGATION

Rental Fee Schedule and Rooms Available for Rent

Select a room(s) (mark all that apply):

Room	Description	Capacity	Non-Profit Hourly Rate	Members and Pledging Friends (for non-JRUUC related events)	Commercial Hourly Rate	Number of Hours	Cost
<input type="checkbox"/> Sanctuary	2110 square feet. This room has a hardwood stage, solar tube lighting, cork flooring, and an available piano. Equipped with AV equipment for hybrid meetings and presentations.	10 tables of 8 or 180 in theater style seating.	\$30/hour	\$25/hour	\$55/hour		
<input type="checkbox"/> Large Classroom/ Multipurpose Room	850 square feet. This room has counter space with a sink.	6 tables of 8, or 54 in theater style seating.	\$25/hour	\$20/hour	\$35/hour		
<input type="checkbox"/> Classroom/Youth Room	360 square feet	10-15	\$15/hour	\$10/hour	\$20/hour		
<input type="checkbox"/> Library	225 square feet	8-10	\$10/hour	\$5/hour	\$10/hour		
<input type="checkbox"/> Small Classroom	238 square feet	8-10	\$10/hour	\$5/hour	\$10/hour		
<input type="checkbox"/> Kitchen	Equipped with stove, refrigerator, coffeemakers, microwave and dishwasher.		\$20/hour	\$15/hour	\$25/hour		



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	Open shelving with dishes, glassware, and silverware available.						
<input type="checkbox"/> Nursery	Equipped with toys, seating, play equipment and attached restroom.		\$10/hour	\$5/hour	\$10/hour		

(Plus) Audio Visual Equipment (mark all that apply):

Please see the rental agreement for further detail on AV use policies.

Audio Visual Equipment	Fee	Events/Hours	Cost
<input type="checkbox"/> Use of Sanctuary Audio-Visual Equipment by a trained renting group representative	\$5/event		
<input type="checkbox"/> Training for a group representative for use of Sanctuary Audio-Visual Equipment	\$20		
<input type="checkbox"/> Use of Sanctuary Audio-Visual Equipment provided by JRUUC volunteer AV technician	\$20/hour		

(Plus) Security Deposit(s): (mark all that apply):

Rental type	Fee	Cost
<input type="checkbox"/> Recurring rental	Rental fee for one instance of event	
<input type="checkbox"/> One-time rental	50% of room fee	



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<input type="checkbox"/> Event serving alcoholic beverages	\$250	
<input type="checkbox"/> Key deposit	\$10 (\$5 for members)	

Total Fees:

Rental Fee	\$
Security Deposit	\$

- I. A security deposit is due with the signed contract in order to hold a reservation.
- II. All room use fees, security deposits, and building use agreements are due no later than 14 days prior to your event (if applicable).
- III. If the renter cancels within 14 days of the event, they will forfeit 50% of the room rental fee. JRUC will return the entire security deposit.
- IV. The security deposit will be returned to the person/business listed on the Building Use Agreement by the JRUC Office Administrator, no later than 21 days after the event, along with an explanation of any deductions or additional fees required.