

## Our Lady of Perpetual Help Room Rental Rates - August 8, 2018

| Client  | Sanctuary | Parish Hall | Large Meeting Room | Other Smaller Rooms | Deposit Required? | Liquor Permit? | 3rd Party Liability Insurance | Signed Contract? | Liquor Liability with Capri? |
|---|-----------|-------------|--------------------|---------------------|-------------------|----------------|-------------------------------|------------------|------------------------------|
| <b>Parish Group</b>   | No Charge | No Charge   | No Charge          | No Charge           | N/A               | Yes            | N/A                           | N/A              | Yes                          |
| <b>Birthday Party, Baptism Party, Baby Shower, etc. NO ALCOHOL; ENDING NO LATER THAN 8 PM</b> | No        | \$400       | \$100              | \$75                | Full Payment      | N/A            | Yes                           | Yes              | Yes                          |
| <b>EICS and other Catholic School Groups</b>  | No Charge | No Charge   | No Charge          | No Charge           | Note 1            | As Req'd       | Note 2                        | Yes              | Yes                          |
| <b>Charitable Group</b>   | No        | \$400       | \$200              | \$100               | Full Payment      | As Req'd       | Yes                           | Yes              | Yes                          |
| <b>For Profit Group</b>   | No        | \$1,500     | \$500              | \$250               | 20%               | As Req'd       | Yes                           | Yes              | Yes                          |
| <b>Hourly Rental Rate for Meetings (Max 4 hours)</b>  | No        | \$75        | No                 | No                  | Full Payment      | N/A            | Yes                           | Yes              | N/A                          |
| <b>Celebrations - weddings, parties, etc. ALCOHOL PERMITTED; EXTENDED HOURS PERMITTED</b>     | No        | \$1,500     | No                 | No                  | 20%               | As Req'd       | Yes                           | Yes              | Yes                          |

**General Notes:**

Same rates for parishioners and non-parishioners

Security and lock up staff beyond regular working hours will be charged at \$25 per hour.

Table linens can be supplied at \$4.00 each if requested.

Renting parties are 100% responsible for set-up, and clean-up.

For an additional \$200 fee, the renting party is able to access the space on the previous day for 3 hours, subject to availability.

Kitchen access/use is included in the above fees.

No ice, coffee, paper towels, plates, cups, glasses or cutlery are provided.

Special charges are not refundable once the contract is signed.

Provide a clean-up checklist that will form part of each rental contract. This will cover garbage disposal, dirty linen handling, etc.