

CVUUS Member Building Usage Rates 2012

| Space/usage | Capacity | Rate |
|---|----------|---|
| SANCTUARY | | |
| Weddings | 260 | Donation welcome |
| Memorial Services | 260 | No charge |
| Concerts & other events | 260 | \$150 for first 3 hrs; \$50/each additional hour |
| Piano | N/A | \$20 |
| Kitchenette | N/A | \$20 |
| Nursery | N/A | \$20 |
| Audio System | N/A | \$20-\$75 |
| | | |
| Meeting Room | | \$20 |
| | | |
| FENN HOUSE | | |
| Whole House (except offices) | 50 | \$60 for first 3 hours; \$20/each additional hour |
| Kitchen/Dining Area | 8 | \$25 |
| Spring Room | 8-12 | \$15 |
| Blue Room | 6-8 | \$10 |
| Chapel | 30 | \$50 |
| Basement Classroom & Game Room | 20 | \$15 |
| | | |
| GATEKEEPER'S FEE (if necessary) | | No fee if a CVUUS member who is an approved gatekeeper is serving as such; otherwise, \$15/hour with a minimum of \$45. |

Gatekeeper's Fee (if needed)

\$15/hour; \$45 minimum

A gatekeeper may need to be assigned for member events that do not include an approved gatekeeper. Hours are calculated from the time the building is opened for set-up to the time it is closed. The gatekeeper will open and close the building, orient guests to the facility, adjust heating controls and security devices as necessary, assist with A/V system and answer questions. Set-up of table, chairs, and other items for the event and cleaning of the space after the event are the responsibility of the people or organization using the space (see *CVUUS Building Use Rules*). **Gatekeepers must be paid individually, in cash or by a separate check made out directly to the individual.**

Rites of Passage

Members requesting rites of passage (weddings, memorials, funerals, and child dedications) should consult with the minister regarding availability of the minister and the sanctuary or chapel. There is no fee for the Minister or

building, but donations to the minister's discretionary fund or CVUUS are welcome. Ordinarily, a gatekeeper is not required when the Minister is officiating at a rite of passage; however, should the minister determine one is needed due to the size or nature of the occasion, the gatekeeper's fees as listed above will apply.

Congregation-Wide Events with No Admission Fee

There are no fees for CVUUS-wide events sponsored by individuals, committees, the Minister, or the Board. Individuals or committees wishing to organize a CVUUS-wide event should contact the Administrator or the Minister to determine how that event can best be coordinated with the goals of the CVUUS and the annual calendar.

CVUUS-Sponsored Events with Admissions Fee Charged

For events sponsored by the Minister, the Board, or committees in which a fee is charged (as for an outside facilitator or performer), the organizer may request a "revenue share," fee waiver, or fee reduction. The fees, deposits, and gatekeeper charges for such events shall be determined by the church staff. Requests must be made at least one month prior to the date and time requested. Administrator will notify applicant of approval or denial of the request within one week of the request.

Other Waivers

Prohibitions against the use of alcohol, candles, and the presence of animals in CVUUS may not apply to all member events. Please consult with the Administrator or the Minister to determine if these rules and regulations apply to your specific event.