Member Schedule of Fees (revised January 2016)

Please also check the Building Use Agreement, which explains rules. The fees listed here are adjusted from time to time to reflect our costs. We sometimes can offer discounts for events for other nonprofit organizations or those for whom the full fee would constitute hardship.

Building Use and Clean-up. Check payable to Our Saviour’s Lutheran Church.

**Building use fee.** Charged only when the building is used outside of our normal office hours. (Normal hours are typically M-Th 9am-3pm.) $100.00

**Meal fee.** Charged if food is served. Fee may be waived at our discretion by prior agreement for very light meals or snacks. $50.00

**Custodial fee.** Charged if our custodian will need to do extra cleaning or cleaning at a time not previously scheduled beyond that covered by the meal fee (above). $50.00

Service Fees. Please fill out separate checks for individuals as indicated below.

**Staff Liaison.** Usually required when the event occurs outside normal office hours. Calculate hours including set-up time, event time, and clean-up time. Check payable to: ____________________________________________________________________________ Per hour -- $25.00

**Pastor.** Weddings normally include three pre-marital counseling sessions, a rehearsal and the ceremony. Check payable to Laurie A. Eaton. (For weddings, a $35 inventory preparation fee is additional; it is paid online.) gratuity $150.00

**Accompanist.** In general, we assume that music for a wedding or similar religious event within our space will be performed by our musician(s). If you’d like to use a different musician, please consult with Music Director Mary Preus. Check payable to ____________________________________________________________________________

Added if he/she attends rehearsal........................................................................................................... $50.00

**Soloist** Minimum -- $75.00