

Donation Guidelines

(Please total all applicable amounts to determine total recommended donation and security deposit.)

Recommended Donations apply to five “facilities”

- PH Upper Level
- PH Lower Level
- Kitchen
- Sanctuary
- Grounds (not counting parking or other grounds-use normally associated with use of a building)

Recommended Donations approved by Church authorities are listed below. If you believe special considerations may apply to your requested use please advise the Church representative who will determine whether the Campus Use Manager will authorize special arrangements.

Each “facility” has the same suggested donation. If more than one facility is requested, the donations for each area requested are added together. Suggested donations for each facility and required security deposits are:

§ No donations are suggested for sacramental occasions for our parishioners (funerals, weddings, etc.); donations will be accepted if offered but are not expected.

§ Parishioner private occasions, and charitable organization activities: \$200 per 10-hour period or portion

§ All others: \$400 per 12-hour period or portion

§ Kitchen use: \$100 (This is forwarded to the Episcopal Church Women.)

§ Security Deposit: one-half of total donation unless alcohol is being served in which case, equal to total donation.

Calculation Example:

The recommended donation for an individual not affiliated with All Saints using both the Lower and Upper Parish Hall for 12 hours or less, including kitchen, but not serving alcohol: \$800; plus \$100 kitchen fee, with a refundable \$400 security deposit. (If alcohol is being served it would be a \$800 refundable security deposit.)

The Campus-Use Coordinator is authorized to negotiate a different arrangement for special circumstances, and prospective users may propose a reasonable alternative.

Revised & Approved ____ July 2019