

Sanctuary and Fellowship Hall User Fees

	<u>NON-MEMBERS</u>	<u>MEMBERS</u>
Sanctuary	300	0
Pastor	150	To be discussed
Organist (See Note 1)	100	75
Use of Piano and Organ	50	0
Sound Tech (See Note 2)	100	0
Use of Sound System (See Note 3)	100	0
Custodian	75	0

Fees for Social Events (Parties, Weddings, etc.)

Fellowship Hall	500	200
Kitchen	200	100
Custodian	100	0

Fees for Funeral Luncheons

Fellowship Hall	150*	0
Kitchen Custodian	100	0
Custodian	50	0
Table Set Up Fee	25	0

Plus Cost of Food

Fees for Library and Multi-Purpose Room

Library	100	0
Multi-Purpose Room	100	0

**Fellowship Hall Fees for funerals are to be paid to the UMW*

A deposit of \$50 for all reservations which will be returned if area of use have been cleaned and returned to the condition it was found in.

The fees will be waived for all charitable groups such as Boy Scouts, Girl Scouts, etc.

Conley's is a smoke free and alcohol free facility.

There is to be NO smoking in any area of the building or on the grounds.

Note:

1. Must be Conley's Organist
2. Must be Conley's Own Sound Tech
3. Only Conley's Sound System can be used

Conley's United Methodist Church
33106 Jolyn's Way
Lewes, DE 19958

Fellowship and Sanctuary Rules

1. **No Smoking is permitted Anywhere on the property.**
2. No drinking or serving of alcoholic beverages is permitted.
3. Kitchen use is for only the stove, refrigerator, dishwasher and ice maker., pots and pans You must supply all other needs
4. All other kitchen rules are posted and need to be followed.
5. This is a carry in and carry out facility, anything you bring in with you must be removed from the building at the end of your function.
6. All trash must be removed and place in the dumpster in the rear of the building. All recycle material is to be placed in appropriate container.
7. No furniture or any other item is to be removed from the building.
8. Do not throw any rice or birdseed on the steps of the sanctuary. Please wait until the bridal couple is on the sidewalk.
9. Please do not wander around the building please use the section of the building that you are renting.
10. A representative of Conley's Board of Trustees must be present in the building during any planned event. This person will have all keys necessary. This person will also be familiar with all the emergency procedures and contacts that relate to the building.
11. Please make sure all lights have been turned off before leavings building.
12. The Board of Trustees will be responsible for approving all rental agreements.
13. The Maximum capacity for the fellowship hall is 300.