

**Presbyterian Church in Chinatown  
Schedule of Fees**

**Name/Organization** \_\_\_\_\_  
**Event** \_\_\_\_\_  
**Date(s) of Event** \_\_\_\_\_  
**Event Coordinator** \_\_\_\_\_

<b>Security Deposits</b>	<b>Non-members</b>	<b>Members</b>
Sanctuary	\$ 250.00	\$ 250.00
Fellowship Hall	\$ 150.00	\$ 150.00
Other Rooms	\$ 100.00	\$ 100.00

**Total Security Deposits**

Deposit received date \_\_\_\_\_  
 Deposit refund date \_\_\_\_\_

<b>Facility Fees</b>	<b>Seats</b>	<b>Hours</b>	<b>Non-members</b>	<b>Members</b>
Sanctuary	280	1-3	\$ 1,000.00	\$ -
Fellowship Hall	200	1-4	\$ 500.00	\$ 250.00
Kitchen			\$ 250.00	\$ 150.00
Speer Hall	60	1-4	\$ 250.00	\$ 100.00
Library	20	1-4	\$ 100.00	\$ 100.00
Other rooms			\$ 100.00	\$ 100.00

Date received \_\_\_\_\_

<b>Personnel Fees</b>	<b>Non-members</b>	<b>Members</b>
PCC Clergy Marriage		
Ceremony & Counseling	\$ 500.00	Donation
Counseling Only	\$ 300.00	Donation
Ceremony (wedding/memorial)	\$ 250.00	Donation
PCC Event Administrator	\$ 250.00	Donation
Organist/Pianist	\$ 250.00	Donation
Audio- Visual	\$ 250.00	Donation
Clean-Up	\$ 150.00	Donation

Date received \_\_\_\_\_

To be approved by Building & Finance Committee \_\_\_\_\_  
 Receipt of security deposit secures the space \_\_\_\_\_

Revised 11/11/2024