

# The Path Church

— we meet you where you are —

## Building Rental Rates and Policies

*Please note rates are as of March 2025 and subject to change*

### MAIN FLOOR/SANCTUARY

1. Security deposit: \$100 if needed (refundable)
2. Rental Rate: ½ day: \$750 (6 hour) / Full day: \$1,100 (up to 12 hours) \$200 extra hour
  - a. Member: 10% discount
3. Cleaning Fee: \$250 per day (cleaning schedule amenable for multiple days)
4. Coordinator Fee: \$200 (½ day) / \$350 (Full day)

### BOARD ROOM / TEEN ROOM / ADMIN OFFICE

1. Add On: Rental Rate: \$250 (6 hours) Full day: \$350 (12 hours)
2. Individual Rental: \$75/hr (3 hour minimum) + cleaning and coordinator fees

### PARKING LOT ACCESS

1. Security deposit: \$100 if needed (refundable)
2. Rate: TBD Based on space requested

### RENTALS INCLUDE

1. Tables
2. Chairs
3. Trash Cans/Garbage Bins
4. On-site building coordinator
5. Post cleaning

### OPTIONAL ADDITIONS

1. AV Access (Microphones/Sound System/TV access) and technician (4 hours):  
\$300 + \$40/additional hour for AV personnel
2. Speakers and Microphone: \$50 flat rate per day
3. Kitchen + Food Permit: \$250
4. Banquet setup: \$150
5. Instrument rental of drums and/or keyboard: \$100/instrument

## **RENTAL REQUIREMENTS:**

### **1. Insurance**

All renters are required to provide general liability insurance in an amount no less than \$1,000,000 for bodily injury and property damage combined with a single limit. Renters will be sent a full description of the required insurance coverage specs required. Insurance is required no later than 7 days prior to your event. Renters without insurance will risk termination or rescheduling of the event.

### **2. Deposit and Payment Procedures:**

- a. Security deposit and 50% contracted rate due upon reservation request to secure event date or venue rental will be denied.
- b. Final payment must be remitted upon invoice receipt 7 days prior to the event date
- c. Cancellation Policy:
  - 14+ days prior to event: Deposit refund (if applicable)
  - 13 - 8 days prior to even: Loss of deposit
  - 7 days or less prior to event: Full contract amount required

### **3. Rental Policies**

- a. Must be at least 21 years of age to request rental space at The Path Church.
- b. Renter or contact person agrees to be present for the entirety of the function
- c. Trash must be removed and placed in outside bins upon leaving the facility
- d. No decorations or temporary fixtures may be affixed to the building or any architectural feature with nails, tacks, staples, or any application that will cause irreversible damage. Tape is not permitted on any walls, glass or fixtures. Acceptable material to use to hang decorations includes magic tape, sticky putty, and dots. No decorations are to be hung from the ceiling. No inflatables/bounce houses will be allowed inside the building.
- e. Indoor sound will not exceed normal music levels for indoor facilities and is subject to city ordinances regarding noise regulation.
- f. Linen not included in rental and will be subject to additional fees.

### **4. Kitchen Policies**

- a. Access for warming ONLY. Approval will need to be given for full kitchen use.
- b. Any utensils and supplies must be returned to original location
- c. Trash must be removed
- d. Do not adjust any appliances
- e. Please wipe down the kitchen (including stove) at the conclusion of your event.