



First
Unitarian Universalist
Church of San Diego

4190 Front Street, San Diego, CA 92103-2030

“Attachment A”

Facilities Use Schedule of Fees

(Wedding and Reception Packages are priced separately)

Area	Capacity	Fees for Individuals & Nonprofit Organizations Per Hour	Fees for Affiliates and Voting Members Per Hour <i>(For non-church-related events)</i>
Meeting House 200*	450	\$100	\$50
Chapel 201*	60	\$50	\$25
Bard Hall 300*	200	\$50	\$25
Commercial Kitchen Stove/Dishwasher Counter Space/prep only	15	\$85	\$25 (plus \$35/hour admin fee) \$15 (plus \$35/hour admin fee)
Law Lounge Room 301	12	\$30	\$15
Patio	200	\$50	\$25
Library/Room 311	10	\$30	\$15
Boone Archive/ Room 313	18	\$30	\$15
Large Meeting Room 323	35	\$45	\$20
Small Meeting Room 321	17	\$30	\$15
Small Meeting Room 320	15	\$30	\$15
Common Room 112	70	\$45	\$25
Meeting Room 113	25	\$30	\$15
Meeting Room 114a	20	\$30	\$15
Meeting Room 114b	20	\$30	\$15
Preschool Room 103	20	\$30	\$15
Preschool Room 105	20	\$30	\$15
Preschool Room 107	20	\$30	\$15
Preschool Room 109	20	\$30	\$15
Parking lot closure		\$400 flat	\$200 flat
970 Broadway, Ste. 104	30	\$50	\$25
970 Broadway, Ste. 103	85	\$50	\$25
970 Broadway, Ste. 101 (per meeting room price)	12	\$30	\$15

*Two-hour minimum charge for Meeting House, Chapel and Bard Hall.

Requests to reserve church rooms/areas: e-mail to schedule@firstuusandiego.org

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Other Fees may apply:

Non-Refundable Deposit	\$200	(to be paid when date is confirmed)
Event Coordinator Fee	\$ 35	per hour (minimum two hours)
Custodial Services	\$ 25	per hour (minimum four hours)
Musician and Soloist Fee(s)	\$(tbd)	Quoted by Organist/Pianist or Minister of Music and Worship Arts
Sound Tech-Meeting House	\$ 65	per hour; 2-hour minimum
Sound Tech-Bard Hall	\$ 35	per hour; 2-hour minimum
Piano Tuning, if requested	\$150	church-approved tuner only
Non-Member Orders of Service	\$100	Charged for non-member events only when applicable
Finance Fee for returned checks	\$ 30	or any insufficient funds payment
Key Deposit	\$ 10	Refunded when the key is returned
No Show Fee		When a user does not show up for the use of the facility without prior notice of cancellation, the user will forfeit all rental fees. No refunds will be issued.
Tablecloth Rentals	\$3/per cloth; \$15 minimum fee.	12 pale yellow cloths for round tables. 8 forest green (dark) for long tables.
Patio Lighting	\$250	Set up and take down
Cleaning/Damage Deposit Fees		
Cleaning/Damage Deposit – Meeting House		\$150
Cleaning/Damage Deposit – Chapel		\$150
Cleaning/Damage Deposit – Bard Hall		\$150
Cleaning/Damage Deposit – Welcome Center meeting rooms		\$75

Church members attending the event who belong to the outside group using the space will be charged the member fee.

Church members who have a function and give away the proceeds will be charged the member fee, because the church is a worthy cause as well.