

Building Use Schedule  
Updated: January 29, 2014

<b>Special Events</b>	<b>Church Member</b>	<b>Non-Member</b>	
<b>Weddings</b>			
Sanctuary ceremony only	\$150*	\$250	
Sanctuary ceremony & reception (Catering not included**)	\$250*	\$500	
Pastor fee	Donation to the Pastor	\$300	
Musician	\$150	\$150	
<b>Funerals or Memorial Services</b>			
Service without a bulletin	\$200*	\$250*	
Service with a bulletin	\$300	\$350	
Pastor fee	Donation to the Pastor	\$300	
Musician	\$150	\$150	
Reception Support (includes paper plates, cups, utensils, table coverings, beverages (tea, coffee, water), set up and clean up) (Catering not included**).	\$100	\$150	
<b>Other Events</b>			
*Single event	\$100/day	\$250/day	\$400/day
*Regular weekly meetings	\$50/month	\$50/month	\$50/month

\*Special arrangements based on need are available. These will be decided on an individual basis by the Pastor and the executive board of the church council.

\*\* Catering Suggestions are:

- Salerno's—menu
- Libertore's—menu
- Martins—deli trays, fried chicken

Payment is due in advance. Checks for facility fees should be made payable to Holy Spirit Lutheran Church. Checks for services should be made payable to the individual providing the service.

**NOTE:** Holy Spirit Lutheran Church follows the closing policies of the Carroll County Public Schools for the use of building. If school events are cancelled (inclement weather), all church and special events are cancelled as well. Under special circumstances such as a wedding or funeral, if conditions permit but plowing of the parking lot is needed, that cost will be assessed to

the party using the facility.