
1 - 8' rectangular
5 - 6' rectangular
1 - 4' rectangular

Chairs:

160 - stacking chairs
2 - high sitting stool (for adults)
1 - slim desk, ~5' wide, useful in the greeting area

White boards, AV equipment (extra charge), office size desk

Separate bathrooms for men and women
Outdoor Covered area: 500 square feet approximately

How are rental prices determined?

We consider several things in determining the Rental Fee: day of the week, type or purpose of the event, how many people are expected, and whether alcoholic beverages will be present.

How much do I have to pay to reserve a date?

A minimum of \$100 will hold the date. All payments are non-refundable.

What deposits are required?

Separate from the Rental Fee is a \$250 deposit to cover cleaning, keys and damage. This deposit is required for all rentals and is due a day or two before the event. To receive a complete refund of the deposit, the key must be returned, a cleaning checklist must have been completed and followed, and the space must have been left as it was found without damage.

Is clean up required?

Yes. We require that renters clean up immediately after their events to return our facilities to the condition in which they were found. We have a checklist to be used to make sure cleanup is complete. You may use your own people or hire a clean-up crew of your own.

What kitchen facilities are available?

Three gas cooktops for warmup
Conventional gas oven for warmup
Refrigerator/freezer space
Microwave oven
Double-sided sink & garbage disposal

What audio/video capabilities are available?

We have experienced techs for stage lighting, as well as projection equipment, sound equipment (4 professional Mackey powered speakers, sound board, cables, etc.). Please ask us for details and prices.

Do you have linen service?

No.

Do you know a good decorator, DJ, photographer, or caterer?

We are able to assist in your event planning details.

Do you require security?

At our discretion, we may require security. A short list of recommended and reasonably-priced companies is available. Please note that all of our rental events are for invited guests only. We do not allow 'flyer parties.'

Do you allow dancing?

Yes,

Do you allow alcohol?

We do allow alcohol to be served. However, we require that people be responsible hosts and not overserve anyone, or allow consumption of alcohol by persons under the age of 21.

Cups, cans, or plastic bottles are allowed alternatives. The presence of alcohol at an event will affect the rental price.

Is the outdoor patio included?

The outdoor patio can be rented along with the Sanctuary and/or the Multi-purpose building.
Electricity is available in the outside covered part of the patio.

Can conferences, workshops, band and singing rehearsals, recordings, and meetings be held in your spaces?

Yes

Is there a place to get ready?

For large weddings, and depending on availability, there are rooms for bridal parties and groom and groomsmen to get ready. For smaller events, there is a small office space available in the main building. That small space is also perfect for entertainers needing to change into costume for children's parties.

When can we set up and decorate for our event?

Setup and decoration should be planned for the same day of the event. For evening events, setup is usually not permitted earlier than 1:00pm or 2:00pm.

Drop off of dry materials (for example: balloons, boxes of unrefrigerated supplies) is usually permitted the day before the event. Please confirm scheduling and special arrangements.