

All Space Rentals at Knox-Metropolitan United Church are managed by our Use of Church Committee. The following is pertinent information from the Use of Church Policy, 2020.

Rental Fee Schedule:

The following rental fees shall apply on a per day basis as designated by room name or number. The rates will be reviewed on a regular basis.

1. Sanctuary \$500.00
2. Piano \$175.00
3. Chapel \$140.00
4. Lower Assembly Hall \$225.00
5. Fellowship Hall (Gym) \$225.00
6. Room 101 \$ 52.00
7. Room 102 \$ 52.00
8. Room 104 \$125.00
9. Room 105 \$125.00
10. Rooms 200/201 Sunday school To be determined
11. Centennial Lounge \$110.00
12. Nursery To be determined.
13. Rehearsals - regular renters, one free rehearsal permitted without charge. Subsequent rehearsals or non-renters pay \$175.00 per rehearsal.
14. For short term rentals, less than ½ day, the rental fee shall be at the rate of **\$26.00 per hour.**
15. Rental fees for the use of the kitchen facilities shall be over and above the rental fees as stated above, at the rate of **\$75.00 for partial use**, i.e. coffee only, or **\$150.00 for use of the full kitchen.** This is not a commercial kitchen so it cannot be used for the purpose of cooking. It can only be used for reheating foods.
16. **Security and caretaker services** shall be charged at the rate of **\$20.00 per hour** for any/all events, and for rehearsals requiring these services.
17. For larger renters/concerts, i.e.: Philharmonic, Rotary, Symphony, an additional caretaker charge of six hours will be levied to cover cleaning the church after these events.
18. Use of **portable sound system - \$25.00**
 Use of **projector and screen - \$25.00**
 Use of **projector only - \$20.00**
 Use of **screen only - \$15.00**
21. Adjustment and determination of all fees shall be at the discretion of the chairperson and or members of the Committee, confirmed by Ministry of Administration, as necessary.

Wedding Rates:

Sanctuary	\$350.00
Minister	\$275.00
Organist	\$275.00
Host/Hostess	\$ 75.00
Lower hall/kitchen	\$250.00

Funeral Rates:

Sanctuary	No Charge
Minister	\$275.00
Organist	\$275.00
Host/Hostess	\$ 75.00
Lower hall/kitchen	\$250.00

Seating Capacity:

Seating capacity, approved by the Fire Inspector Feb. 14/08, as follows:
Sanctuary/balcony - 941 persons; Lower Assembly Hall - seating 417, tables/seating 330;
gymnasium - seating 318, tables/seating 252.

All rental contracts shall advise the renter to follow the fire marshal's protocol by making an announcement prior to every event on the location of building fire exits, and the procedure to follow in the event of an emergency.

Special Regulations:

- a. Smoking - Smoking and the use of recreational cannabis is not permitted in any area of the church.
- b. Alcohol and Gambling - the consumption of alcohol and gambling in the church are not allowed.
- c. Use of Drugs - the use of illegal drugs is forbidden.
- d. Raffle Tickets - the sale of raffle tickets shall not be permitted. Sale of CD's, cassettes, T-shirts, etc. is permitted.
- e. All equipment, i.e. tables, chairs, etc., is for use in the church only, and shall not be removed to another site.

**Approved by the Ministry of Administration:
June 12th 2019**