

Linwood Church *of* Christ USE OF FACILITY FEES & FORM

| Members | | Members are individuals whose name is on the Linwood membership roster, including all family members and friends. | |
|---------|--|--|--|
| CODE | EVENT | FEE | BENEFITS |
| 1 | General Use of Facility | Free | <p>Utilization Main Sanctuary, Fellowship Hall, Class Rooms, Ministry (Conference Room), Restrooms, Hallways, and Lots. (Offices (Administration, Finance, Audio Studio, Pantry, and Kitchen), equipment, and supplies are restricted to those responsible for those offices, equipment, and supplies (FOR USE: YOU MUST GAIN PERMISSION FROM THOSE RESPONSIBLE))</p> <p>Guards 1 guard is included within the fees for Weddings & Funerals Only up to 4 hours. After 4 hours there is a \$15.00 fee per hour</p> <p>For other use of the facility, guards are optional and if we are to provide one, it is a \$50 fee for up to 4 hours. After 4 hours there is a \$15.00 fee per hour in addition to the facility fee</p> <p>Janitorial Basic Janitorial Fees (cleaning restrooms, vacuuming, and mopping are incorporated within the fees, however. Individuals must pick, up and throw away trash, and put items and equipment back where they were prior to using them.</p> |
| 2 | Banquets – Ministry Related (Linwood Carter) | Free Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). & Some fees may still apply, coordination must be done with the Finance, Pantry, Kitchen and Dining Ministries (average cost of food: \$3.00 per Person) | |
| 3 | Banquets – Ministry Related (Outside Carter) | | |
| 4 | Banquets – Non Ministry Related (Linwood Carter) | Free Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). & Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dining Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 5 | Banquets – Non Ministry Related (Outside Cater) | Free Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 6 | Funerals Only | Free Services Unless you provide your own CD Player, you must provide own music on a CD and a music itinerary for the Audio Engineering. | |
| 7 | Funerals' Repast Only (Linwood Carter) | Free Facility Usage & \$3.00 per Person (meal). Coordination must be done with the Finance, Kitchen, Pantry, and Dining Ministries. | |
| 8 | Funeral's Repast Only (Outside Cater) | Free Facility Usage & Linwood has no role in the Kitchen and dining operations, unless stated by the host. In addition, to dishware, and decorations being free, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 9 | Funeral & Repast (Linwood Cater) | Free Services & Facility Usage. Unless you provide your own CD Player, you must provide own music on a CD and a music itinerary for the Audio Engineering. & \$3.00 per Person (meal). Coordination must be done with the Finance, Kitchen, Pantry, and Dining Ministries. | |
| 10 | Funeral & Repast (Outside Cater) | Free Services & Facility Usage. Unless you provide your own CD Player, you must provide own music on a CD and a music itinerary to the Audio Engineering. & Linwood has no role in the Kitchen and dining operations, unless stated by the host. In addition, to dishware, and decorations being free, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 11 | Meetings Only | Free Facility Usage | |
| 12 | Meetings & Reception – Ministry Related (Linwood Carter) | Free Facility Usage & some fees may still apply, coordination must be done with the Finance, Pantry, Kitchen and Dining Ministries (average cost of food: \$3.00 per Person) | |
| 13 | Meetings & Reception – Ministry Related (Outside Cater) | | |
| 14 | Meetings & Reception – Non Ministry Related (Linwood Carter) | Free Facility Usage & Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dining Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 15 | Meetings & Reception – Non Ministry Related (Outside Cater) | Free Facility Usage, however. Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 16 | Weddings Only | \$200 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). | |
| 17 | Wedding Reception Only (Linwood Carter) | \$300 for Facility Usage and other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dining Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 18 | Wedding Reception Only (Outside Cater) | \$300 for Facility Usage, however. Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 19 | Wedding & Reception (Linwood Carter) | \$500 for Services, Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dining Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 20 | Wedding & Reception (Outside Cater) | \$500 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |

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| Non-Members | | Non - Members are individuals whose name is not on the Linwood membership roster, including all family members and friends. | |
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| CODE | EVENT | FEE | BENEFITS |
| 21 | General Use of Facility | \$50 for Facility Usage up to 1 hour (& \$25 for each hour after) | <p>Utilization Main Sanctuary, Fellowship Hall, Class Rooms, Ministry (Conference Room), Restrooms, Hallways, and Lots. (Offices (Administration, Finance, Audio Studio, Pantry, and Kitchen) , equipment, and supplies are restricted to those responsible for those offices, equipment, and supplies (FOR USE: YOU MUST GAIN PERMISSION FROM THOSE RESPONSIBLE))</p> <p>Guards 1 guard is included within the fees for Weddings & Funerals Only up to 4 hours. After 4 hours there is a \$15.00 fee per hour</p> <p>For other use of the facility, guards are optional and if we are to provide one, it is a \$50 fee for up to 4 hours. After 4 hours there is a \$15.00 fee per hour in addition to the facility fee</p> <p>Janitorial Basic Janitorial Fees (cleaning restrooms, vacuuming, and mopping are incorporated within the fees, however. Individuals must pick, up and throw away trash, and put items and equipment back where they were prior to using them.</p> |
| 22 | Banquets (Linwood Carter) | \$50 for Facility Usage up to 1 hour (& \$25 for each hour after). Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). | |
| 23 | Banquets (Outside Carter) | In addition, Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dinning Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 24 | Funerals Only | \$300 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). | |
| 25 | Funerals' Repast Only (Linwood Cater) | \$300 for Facility Usage & \$3.00 per Person (meal). Coordination must be done with the Finance, Kitchen, Pantry, and Dining Ministries. | |
| 26 | Funeral's Repast Only (Outside Cater) | \$300 for Facility Usage & Linwood has no role in the Kitchen and dining operations, unless stated by the host. In addition, to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 27 | Funeral & Repast (Linwood Cater) | \$300 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). & \$3.00 per Person (meal). Coordination must be done with the Finance, Kitchen, Pantry, and Dining Ministries. | |
| 28 | Funeral & Repast (Outside Cater) | \$300 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). & Linwood has no role in the Kitchen and dining operations, unless stated by the host. In addition, purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 29 | Meetings Only (Community Related) | Free | |
| 30 | Meetings & Reception (Community Related) (Linwood Cater) | Free Facility Usage, however. Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dinning Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 31 | Meetings & Reception (Community Related) (Outside Cater) | Free Facility Usage, however. Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 32 | Meetings Only (Non-Community Related) | \$50 for Facility Usage up to 1 hour (& \$25 for each hour after) | |
| 33 | Meetings & Reception (Non-Community Related) (Linwood Cater) | \$50 for Facility Usage up to 1 hour (& \$25 for each hour after) Other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dinning Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 34 | Meetings & Reception (Non-Community Related) (Outside Cater) | \$50 for Facility Usage up to 1 hour (& \$25 for each hour after), however. Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 35 | Weddings Only | \$250 for Services & Facility Usage. In addition, unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary) | |
| 36 | Wedding Reception Only (Linwood Cater) | \$350 for Facility Usage and other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dinning Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 37 | Wedding Reception Only (Outside Cater) | \$350 for Facility Usage, however. Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |
| 38 | Wedding & Reception (Linwood Cater) | \$600 for Services, Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). In addition, other fees are based upon the discretion of the: Kitchen Ministry (food purchase & preparation) (average cost of food: \$3.00 per Person) & Dinning Ministry (Decorations & Set Up), unless you are doing it yourself. In addition, you must purchase your own dishware, and decorations. | |
| 39 | Wedding & Reception (Outside Cater) | \$600 for Services & Facility Usage. Unless you provide your own CD Player, Audio Engineering is \$30 (must provide own music on a CD and a music itinerary). Linwood has no role in the kitchen and dining operations, unless stated by the host and adhere to the discretion of the kitchen and dining ministry personal fees. In addition to purchasing your own dishware, and decorations, the Kitchen and Dining Ministry must be made aware of the facilities and/or equipment being used. | |

