



Little Britain United Church & Hall Rental Fees

Effective: January 11, 2019

Weddings

Sanctuary Fee (Church and grounds) (includes use of the Hall washrooms and Tallin Room for the Bridal Party)	\$500
Event Deposit: (paid at time of booking Church)	\$100
Minister, Honorarium	\$200
Event Attendant, Honorarium (mandatory) (includes rehearsal and wedding day)	\$100

All guests are asked to refrain from using confetti, live flower petals, or any such items anywhere on the church premises.

Funerals

Funeral Service:

Sanctuary Fee (Church) (includes use of the hall washrooms and the Tallin Room for the family)	no cost
Minister, Honorarium	\$200
Event Attendant, Honorarium	\$ 50

Hall Rental is available for Funeral Gatherings or Lunch (see rental costs on next page).

Please Note for all Sanctuary Use:

At certain times during the year the Sanctuary may be decorated to enhance that particular season. Since this is part of the worship of the congregation, you are asked to leave these religious symbols and decorations in place.

The Altar, Pulpit and Antiqued Chest may not be moved – other furnishings may be moved with permission only. Pew decorations/markers, candelabras (dripless candles only), baskets of flowers, etc. are most welcome. Plastic should be under any candles sitting on tablecloths or on the carpet. No nails or tacks are to be used to hang any decorations. All decorating items must be removed immediately after the service. The church, however, does not supply any of these items.

Hall Rental

- Little Britain United Church hall is available for occupancy up to 140 people. It comfortably seats 110 to 120.
- Alcohol may be served with a liquor license from the Manitoba Liquor Commission.
- The renter is also responsible for purchasing a Party Alcohol Liability Insurance Policy, for no less than \$2 Million liability
- Whenever liquor is served, two Event Assistants **must** be in attendance.
- The hall is wheelchair accessible.
- Use of break-out rooms must be pre-arranged at time of booking.

Damage/Clean-up/Extra Time Deposit

½ of total rental

A cheque is to be post-dated two (2) weeks prior to the event. It will be deposited. After the event and review of the hall and equipment and any extra time required, a refund cheque and /or statement will be mailed to the renter, within 2 to 3 weeks after the event.

Event Deposit: (paid at time of booking the Hall)

½ of total rental

Weekend Rentals

6 Hours or less (same calendar date)	\$200
Event Assistant – 6 hrs or less, Honorarium (mandatory)	\$ 50
(with Liquor – 2 Event Assistants/together) each to receive	\$ 50
Over 6 Hours (same calendar date)	\$400
Event Assistant– over 6 hrs, Honorarium (mandatory)	
(with Liquor – 2 Event Attendants/together (age 18 or over)	\$10/hour ea.
(without Liquor – 1 Event Assistant)	\$10/hour

Week-Day Rentals: Monday to Friday rentals between 8:00 and 5:00

(Please note: This is a workplace for the Little Britain United Church Minister and Church Treasurer and they may be present in their offices during a weekday.)

(e.g. Meetings, workshops, professional training session, etc.)

Set-up and clean-up is required by renter

1 day rental	\$150
2 day rental	\$275
3 day rental	\$350
4 day rental	\$425
5 day rental	\$500
Event Assistant (mandatory)	\$50/day
If set-up and clean-up is required (2 person split)	\$100
(to be determined at time of booking)	

Coffee/Tea Service is available – mid-morning and mid-afternoon - \$2/person/day

Use of Kitchen only – up to 6 hrs. \$100
Event Assistant, Honorarium \$ 25

Hall Decorating:

- Two hours free time is included with Rental fee, if hall is available (same day or one day prior)
- Over two hours \$40/hour or portion of hour
- Decorating on a different day of the event, but not more than one day prior to the event, will be permitted, unless hall is otherwise rented or in use.
- Decorations must be hung from wall-rail or bulletin boards and not on the walls. Use of tape, nails or tacks is not permitted. Renter is responsible to purchase “Gummy Glue” if required.

Please make cheques payable to:

Church Sanctuary and Hall Use & Deposits

Little Britain United Church

Minister Honorarium

Elizabeth McLean DM

Events Assistant Honorarium

(Little Britain to forward name for the cheque or payment in cash)