

TEMPLE TERRACE PRESBYTERIAN CHURCH
420 Bullard Parkway
Temple Terrace, Florida 33617
(813) 988-3514

ESTIMATED FACILITIES COST LIST
(banquets, conferences, dinners)

There is no charge for memorial services for family of church members.

for church members
\$300. deposit due upon
setting date, and balance due
7 days prior to event

for non-church members
\$400. deposit due upon
setting date, and balance due
7 days prior to event

	<u>Minimum</u>	<u>Minimum</u>
<u>FACILITIES USE</u> (AC/heat, electricity, etc.)		
Sanctuary*	\$200./day	\$400./day
Fellowship Hall*	\$250./day	\$325./day
Kitchen*	\$50./day	\$100./day
<u>PERSONNEL COST</u>		
Property Mgr. (to clean sanctuary and wedding party dressing areas)	\$200.	\$200.
(to clean Fellowship Hall)	\$125.	\$125
Audio/Visual person	To be determined	To be determined

**All fees will be paid directly to the church unless otherwise instructed.
Please make checks payable to: Temple Terrace Presbyterian Church**

* Final charges will be determined by actual hours of use.

Please Print

Temple Terrace Presbyterian Church
Facility Rental and Terms of Use

Date of Occasion: _____

Occasion (wedding, reception, meeting, etc.) _____

Room requested _____ Time span needed for this room _____

Room requested _____ Time span needed for this room _____

Room requested _____ Time span needed for this room _____

Number of People Expected _____

Contact Person (name) _____

(address) _____

(phone) _____

Responsible party (if different from contact person) _____

(address) _____

(phone) _____

Terms of Use:

- All activities must be consistent with the church's witness to the world.
- Deposit required upon setting date (See Facilities Cost List)
- All balances (for members and non-members) are due 7 days prior to event.
- No alcohol is permitted anywhere in the building or on the grounds.
- Smoking is prohibited inside the building. Proper disposal of cigarette waste outside is expected.
- Rental party agrees that the facilities will be treated with care and will be responsible for any damaged property.
- If you will be using the Fellowship Hall, please attach a diagram of set-up, including # of tables and chairs.
- Other _____

I agree to the terms above:

_____ Date _____

Church representative: Print name _____

Signature _____ Date _____

<i>FOR CHURCH OFFICE USE ONLY</i>	
Deposit Ck # _____	Date rec'd _____
Balance Ck # _____	Date rec'd _____