

Our Lady Queen of Angels Church

Central City, Pennsylvania

Hall Prices and Regulations - As Approved by the Pastor and Parish Council - March 27, 2017

Activity Center Hall

Parishioners

No Alcohol - \$275

Alcohol - \$375

- Additionally Events with a Bartender (supplied by the parish) - \$10 per hour, per bartender

Non-Parishioners

No Alcohol - \$325

Alcohol - \$425

- Additionally Events with a Bartender (supplied by the parish) - \$10 per hour, per bartender

St. Ann Hall (beneath St. John's Church)

Parishioners

No Alcohol - \$75

Alcohol - \$175

- Additionally Events with a Bartender (supplied by the parish) - \$10 per hour, per bartender

Non-Parishioners

No Alcohol - \$100

Alcohol - \$200

- Additionally Events with a Bartender (supplied by the parish) - \$10 per hour, per bartender

Rental for Meetings

\$20 per hour, maximum of two hours

Additional Considerations

1. A Parishioner cannot rent a hall for a Non-Parishioner in order to save money. The person hosting the event must be a parishioner in order to receive the lower price.
2. Funerals, irrespective of religious affiliation, will be given the hall for no fee beyond the cost of the meal. All funerals must be catered by the Society of Angels.
3. While St. Ann Hall is available for meetings (\$20 per hour, maximum of 2 hours), the Activity Center is not available at this rate. It is considerably more expensive to heat and cool the Activity Center.
4. If any lessee wishes to use alcohol at an event they are required to purchase the insurance policy of our diocese (\$100). No exceptions.
5. All bartending services are provided by the parish Holy Name Society. Larger parties are required to have two bartenders present at a rate of \$10 per hour per bartender.
6. When decorating the hall no tacks, tape, or nails may be used. Confetti is not permitted in either hall. Holes are not allowed to be put in the wall for any purpose. Items such as "Command Strips" may be used to hang decorations provided that they do not damage or alter the appearance of the facility.
7. Lessees are expected to leave the hall clean and in order. Trash is to be put into bags and taken to the designated trash area by the lessee. All chairs and tables are to be left clean and the floors are to be neat and presentable. If the lessee uses any decorations they are to make sure that there are no remnants of the decorations in the hall once the event is finished. Any lessee who leaves the hall in disarray will not be permitted to use the hall in the future.
8. Both halls are an extension of our Catholic faith and of our parish. Any event that conflicts with the teachings of the Catholic Church is not permitted. The pastor retains the right to determine if an event conflicts with Catholic teaching and further retains the right to refuse usage based on said conflict.
9. The parish reserves the right to modify the hall prices according to special circumstance.
10. Lessees are not permitted to use the stove, dishwasher, fryer, roasters, or oven. One may use the sink, refrigerator, and coffee service, as well as have access to the kitchen area.
11. One may choose to use an outside caterer for an event. Caterers may use the sink, kitchen area, refrigerator, and coffee service. Any caterer who uses kitchen appliances or wares other than those permitted will not be allowed to use the hall in the future.

I _____ agree to the terms above. I fully understand that if I am found in violation of any of the regulations found in this document, I will not be permitted to use any of the parish facilities for this event or any future events. I further understand that all fees associated with hall rental must be returned with this form.

Name of Lessee: _____

Address of Lessee: _____

Phone Number of Lessee: _____

Emergency Contact: _____

Email (if applicable): _____

Date of Event: _____

Approximate Number of People Expected: _____

Location:

Activities Center: Parishioner(\$275) _____ Non Parishioner(\$325) _____

St Ann Hall (beneath St. John's Church): Parishioner(\$75) _____ Non Parishioner(\$100) _____

Alcohol:

Yes(\$100) _____ No(\$0) _____

Bartender Needed - Yes _____ No _____

Name of Caterer (if applicable) _____ Phone Number of Caterer _____

Special Considerations: _____

Total Due (with this form): \$ _____

_____ Signature

_____ Date

_____ Pastor's Signature

_____ Date