

Church Usage Fees/Deposits Invoice

Payment for use of the church is required when you submit your application. No event will be put on the calendar until payment and/or deposit have been received by the church office. Your check will not be cashed until after your event. Checks can be made payable to Faith Lutheran Church. Please see the "Policies for Use of Church Building" for church usage fee information.

Below we have checked the fees that apply to your event. Please send a check (or checks if applicable) with your application. Please note that at times more than one check will be required for different services and/or helpers.

Members

- \$40 Non-Profit Organization Deposit** \$ _____
 - will be returned after the event if church is left in as good or better condition
 - check made payable to Amy Woxland
- \$40 Church Usage Fee** \$ _____
 - check made payable to Faith Lutheran Church
- \$100 Church Musician – Wedding** \$ _____
 - check made payable to Nadine Langworthy
- Wedding Service – Use of Sanctuary** FREE
- \$40 Wedding Service – Janitorial** \$ _____
 - check made payable to Amy Woxland
- Wedding Honorarium – Pastoral** Honorarium _____
 - check made payable to Justin Boeding
- Funeral Service – Use of Sanctuary** FREE
- \$40 Funeral Service – Janitorial** \$ _____
 - check made payable to Amy Woxland
- \$100 for Funeral –Kitchen Volunteers** \$ _____
 - check made payable to Faith Lutheran Church
- Funeral Honorarium – Pastoral** Honorarium _____
 - check made payable to Justin Boeding
- \$100 Church Musician – Funeral** \$ _____
 - check made payable to Nadine Langworthy
- \$10 per hour for Kitchen Attendant** \$ _____
 - check made payable to the attendant
 - attendants name _____
 - \$10 x _____ hours
- \$50 Kitchen Use by Caterer** \$ _____
 - check made payable to Faith Lutheran Church
- \$100 Deposit for Tables & Chairs** \$ _____
 - deposit will be returned after equipment is returned in same condition and on time
 - check made payable to Faith Lutheran Church

Total Amount Due \$ _____

<i>Official Use Only</i>		
Date Received _____	Check # _____	Amount _____
Recorded By _____		

Non-Members

- \$40 Non-Profit Organization Deposit** \$ _____
- will be returned after the event if church is left in as good or better condition
 - check made payable to Amy Woxland
- \$40 Church Usage Fee** \$ _____
- check made payable to Faith Lutheran Church
- \$150 Wedding Service – Use of Facility & Utilities** \$ _____
- check made payable to Faith Lutheran Church
- \$40 Wedding Service – Janitorial** \$ _____
- check made payable to Amy Woxland
- \$200 Wedding Service – Pastoral** \$ _____
- check made payable to Justin Boeding
- \$100 Church Musician – Wedding** \$ _____
- check made payable to Nadine Langworthy
- \$150 Funeral Service – Use of Facility & Utilities** \$ _____
- check made payable to Faith Lutheran Church
- \$40 Funeral Service – Janitorial** \$ _____
- check made payable to Amy Woxland
- \$100 for Funeral –Kitchen Volunteers** \$ _____
- check made payable to Faith Lutheran Church
- \$200 Funeral Service – Pastoral** \$ _____
- check made payable to Justin Boeding
- \$100 Church Musician – Funeral** \$ _____
- check made payable to Nadine Langworthy
- \$35 Fellowship Hall Use** \$ _____
- check made payable to Faith Lutheran Church
- \$35 Kitchen Use** \$ _____
- check made payable to Faith Lutheran Church
- \$10 per hour for Kitchen Attendant** \$ _____
- check made payable to the attendant
 - attendants name _____
 - \$10 x _____ hours
- \$100 Kitchen Use by Caterer** \$ _____
- check made payable to Faith Lutheran Church
 - sit down meal requires extra charge of \$0.10 per plate _____ plates x \$0.10
- \$15 Sunday School Room Use** \$ _____
- \$5 for each additional room _____ number of rooms _____
 - check made payable to Faith Lutheran Church

We apologize for any inconvenience but we do not currently rent out tables and chairs to non-members.

Total Amount Due \$ _____

Official Use Only

Date Received _____ Check # _____ Amount _____

Recorded By _____

Food Service Charges
(Kitchen Volunteers Help Prepare & Serve Food)
Members & Non-Members

Buffet (food provided by family) – cold food, such as salads, sandwiches, nuts, mints, punch, cake and beverages.

- Minimum Charge \$100

# of People	Member	Non-Member
First 100	\$100	\$150
100-150	\$125	\$175
150-200	\$150	\$200

of People being served (cold meal) _____ \$ _____

Dinner (food provided by family) – hot food, buns, nuts, mints, punch cake and beverages.

- Minimum Charge \$125

# of People	Member	Non-Member
First 100	\$125	\$175
100-150	\$150	\$200
150-200	\$225	\$275

of People being served (hot meal) _____ \$ _____

Total Amount Due \$ _____

<i>Official Use Only</i>		
Date Received _____	Check # _____	Amount _____
Recorded By _____		