

**Armenian Church of Our Saviour**

**Cultural Center Rental Fees**

**CULTURAL CENTER Rates for 2021**

Cultural Center rental fee – rental includes 6 hours (up until midnight) **\$1,950.00**

**Included in the Rental Fee:**

- 1) **Access to the Hall for 3 hours prior to the event, for set-up and/or decorating**  
**If additional time is requested, there will be an extra \$30 per hour fee**
- 2) set up of tables and chairs – *floor layout must be provided in advance*
- 3) VIP room (**weddings only**),
- 4) Heat or A/C as required
- 5) full service kitchen available for caterers

**Additional charges - mandatory:**

- |                                  |                 |                   |
|----------------------------------|-----------------|-------------------|
| 1) Police/Security Officer       | <b>\$300.00</b> |                   |
| 2) On-Site Church Rental Liaison | <b>\$300.00</b> | <b>\$2,550.00</b> |

*On-Site Church Rental Liaison will be the contact for the caterer, decorator, DJ and/or sound people. He will also monitor the kitchen, hall and bathrooms (to see if anything is needed). The monitor will remain on the premises during the event, and will inspect the hall and report any problems back to the office.*

**Security Deposit:**

We require a Security Deposit – with your completed application.  
This is required to reserve the date. **\$750.00\***

\*In order to qualify for a refund of your security deposit, the Hall and Kitchen must be left in the condition in which it was found. All decorations, food and rubbish must be removed from the building. The tables and chairs must be stacked against the wall and all visible trash must be picked up and removed. In addition, the kitchen will be inspected to check if the ovens, refrigerator and counters were cleaned and left in the condition in which they were found.

Unless additional services or requested, the total out of pocket expense is **\$3,300.00**

**Additional charges - optional:**

- |   |                          |
|---|--------------------------|
| Optional Cleaning Fee (includes, trash, chairs, tables and kitchen) | <b>\$300.00</b>          |
| Additional set up time, after the allotted 4 hour time period       | <b>\$100.00</b> per hour |

**Extended hours. If the event exceeds the agreed upon time, a fee of \$350 per hour will be deducted from the security deposit.**