

Countryside Church Unitarian Universalist

1025 North Smith Road ▪ Palatine IL 60067 ▪ Phone: 847-359-8440 ▪ www.ccuu.org

BUILDING USE FEES

rev. Sept. 2022

Availability of meeting rooms may be limited due to the ongoing activities of the church.

Rates listed are for 1-4 hours, unless specified otherwise.

Furniture (tables, chairs) set-up will need to be handled by the renting group.

A damage deposit, which includes a key deposit, will be collected & returned to the renter if not needed:

Meeting rooms: \$50; Sanctuary or Atherton Hall: \$500

	<u>Non-Member</u>	<u>Member*</u>
Single Meeting Room Holds 12-15 people, AV equipment available	\$50	\$25
Double Meeting Room Holds 20-30 people, AV equipment available. Rooms 9/10 and the Choir Room are considered 'double' rooms.	\$70	\$35
Stokes Conference Room Conference Table, comfortable chairs, seats 8-10	\$60	\$30
Conversation Rooms Sofas, coffee tables, side tables	\$50	\$25
Sanctuary Seats 250 Steinway piano is available for an additional fee	\$500	\$250
Atherton Hall Capacity: 205 people at tables & chairs; approximately 250 if just chairs Yamaha piano is available for an additional fee	\$500	\$250
Recital Package** Use of Sanctuary and Narthex/Lobby for 2-4 hours, includes piano fee Atherton Hall is available for an additional charge Kitchen is available for serving purposes only **Members of Northwest Suburban Music Teachers Assn (NWSMTA) are eligible to pay the member rate.	\$350	\$175
Kitchen	\$100	\$100
Piano Fee (for events other than recitals) Yamaha (Atherton Hall) Steinway (Sanctuary)	\$75 \$100	\$35 \$50

*In order to be eligible for the member rate, the person renting the space or for whom a rite of passage event is held must be a pledging member in good standing for at least one year. For those who have not been members of the church for one year, the non-member rate shall prevail. In case of hardship or a pledging friend, these requirements can be waived or the fees reduced by the Minister or Board of Trustees.

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Rites of Passage Events

Memorials or Funerals

The church is available for memorial services and receptions following the death of a member or a church member's family member. The Minister should be contacted first to confirm availability and to begin working out the service arrangements and reception details.

The church is also available for Memorial Services for non-members; contact minister or church office for current fee schedule.

Weddings, Spiritual Unions

Wedding/Spiritual Union Package – Sanctuary

- Use of Sanctuary and Narthex (2-3 hours), includes piano fee
- Use of Sanctuary for Rehearsal (1-1.5 hours)
- Use of Changing Room(s)
- Use of basic sound system
- Presence of church member/coordinator (required)

Non-Member

\$900

Member*

\$200

Reception Package – Atherton Hall & Kitchen

- Use of Atherton Hall (4 hours)
- Use of Kitchen
- Use of tables & chairs
- Presence of church member/coordinator** (required)
- Outside catering is permitted

\$900

\$600

**If the reception lasts more than 3 hours following the wedding, an additional \$50/hour will be charged to compensate the coordinator for their time.

- The minister and staff musician set their own fees for their services.
- The Minister(s) of Countryside Church has first option on any wedding being performed in house, and any guest minister should be invited by the Minister(s) of Countryside to officiate here.
- No rice or confetti allowed in the church building or outside; bird seed is allowed outside the building.

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