

## **St. Barnabas Catholic Church**

### **Facility Use Policy**

Effective January 1, 2019

In an effort to be good stewards of our facility, the church's policy on facility use has recently been updated by the Finance Council. To help cover cost of kitchen and bathroom supplies, and utility and maintenance expense, some groups will be charged for use of space. If no fee is assessed for your usage, a donation to help cover church expenses is appreciated.

To reserve a space for any meeting or event to be held at the church, a **Facility Use Form** must be filled out.

(Link)

The following fees are now in place:

\$50 will be charged for a group fundraising event with full kitchen use.

A minimum of \$50 will be charged for an outside group or special event that needs space and full kitchen use, based on the number of people expected.

A minimum fee of \$25 will be charged for outside groups or special events using John XXIII or Social Hall, but kitchen is being used minimally, or not at all, based on the number of people expected.

\$25 will be charged for an inside social gathering using either John XXIII or Social Hall and the kitchen for a non-fundraising activity.

Diocesan groups will be handled on a case by case basis.

Groups that meet regularly will be handled on a case by case basis.

If your group does not fit in one of the above categories, we will evaluate on a case by case basis.

If you have any questions please contact Marcia Torres.