



Fellowship Hall - Members (Minimum Usage) - \$50

The user of the fellowship hall will be responsible for all set-up and clean-up. This includes tables & chairs, cleaning of bathrooms, vacuuming and throwing out of trash. There is no custodial service included. This option is given so that people who are willing to do ALL of the work have a Low Cost option for using the facility with minimal work by church personnel. The only cost is for the OCCG Coordinator to open the Hall, show you what you will need to know and make sure all clean-up responsibilities have been properly accomplished by the renting party.

Fellowship Hall - \$130.00

The fee includes the setting up & taking down of tables & chairs, vacuuming of hall & stairway and cleaning of bathrooms by OCCG custodial staff.

Renter's Responsibilities: Decorating, completely clearing all tables, bagging trash and leaving the kitchen area & downstairs clean.

Saturday night usage must be completed by 8:00 p.m.

You will need to provide food items, and if you use a caterer, an additional fee of \$50.00 will be charged for the use of our kitchen. Caterer will need to furnish all utensils and will be responsible for their own clean up.

If you would like to try to use the kitchen for complete preparation and serving of food, you will need to make an appointment with the Wedding Coordinator to inventory the kitchen and find out what is available and what you will need to supply. If after the inventory of the church kitchen you still want to use the kitchen for preparation and serving of food, there will be an additional cost of \$100.00.

No reservation will be considered to have been made until half the fee plus the refundable security deposit has been paid.

*After your reservation is made you will need to contact **Linda Boroff (OCCG Coordinator) at 203-9512**. She will help with anything you need from that point on.*