

**First Parish Church of Groton
Facilities Use Fee Schedule**

The rates for each space listed below are for 1 hour, 2 hour, and 3 hour time periods. Any event over three hours is charged an additional \$30 per hour unless otherwise noted. The space will be available 30 minutes prior to and 30 minutes after the meeting or event at no additional cost.

Note: The fees below do not reflect those for weddings. Please see the Wedding Service Request Form for current fees associated with weddings at First Parish.

	One Hour	Two Hours	Three Hours	Any additional hour
<i>1755 Meeting House</i>				
Sanctuary or Vestry (w/o kitchen use)	\$75	\$120	\$150	\$30
Vestry & Kitchen	\$110	\$220	\$330	\$110
<i>The fee for Vestry & Kitchen includes use of the entire kitchen facilities for meal/food preparation, including using the oven, stove, refrigerator, dishwasher, etc.</i>				
East Wing Meeting Room – 1st floor	\$50	\$75	\$100	\$30
<i>1848 Parish House</i>				
Great Room or Second Floor Classroom	\$50	\$75	\$100	\$30

SECURITY DEPOSITS

Security deposits are required if the group renting our facilities is unknown to FPCOG, the group is a for-profit entity, there is a potential risk for damage, the space warrants a deposit, or for any other reason deemed appropriate by the Board of Trustees. The Office Administrator will notify the renter in advance if a security deposit is required for the rental.

If a security deposit is warranted, it will be due at the time the Facilities Use Request Form is submitted. Security deposits are returned within one week after your meeting/event takes place, provided that no extraordinary cleanup is required and/or there is no damage to church property resulting from the rental. Certificate of liability insurance from an insurance provider and a one day liquor license from the Groton Town Hall is required to serve alcohol. *Any* use of alcohol on church property without prior authorization by the church will result in forfeiture of the entire security deposit.

Sanctuary, Vestry or Great Room	\$50 security deposit
Meeting Rooms or Classrooms	\$25 security deposit

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FEEES FOR FIRST PARISH PERSONNEL	
<i>Child Dedications or Christening Services</i>	
Minister (at FPCOG)	\$100
Minister (off premises)	\$200
<i>Memorial and Funeral Services</i> Total cost: \$925	
Minister (payable to FPCoG Minister)	\$400
Organist (payable to FPCoG Music Director)	\$300
Facility Fee (payable to FPCoG)	\$225