Usage Donation Schedule

South Salem Presbyterian Church

Facilities available at South Salem Presbyterian Church are as follows:

- Fellowship Hall (entire room) (49’ wide by 26’ deep, 1260 square feet, maximum occupancy 220).

    North end of Fellowship Hall, adjacent to kitchen (34’ x 26’), designated Fellowship #A

    South end of Fellowship Hall, no kitchen access (15’ x 26’), designated Fellowship #B

- Sanctuary, inclusive of ground floor and balcony, maximum occupancy 300; special rules apply for use of Yamaha Concert Grand Piano. Use of the Kawai Concert Grand Piano is included in the fee. No use of the organ is permitted except by the Minister of Music or her designee. Use of the narthex for receptions, ticket taking, or otherwise may be requested.

- Mead Room, at top of stairs turn right (north) and go straight ahead into corner room. Has conference table and couches for small meetings, wedding party preparation.

- Media Room, at top of stairs turn right (north) and go straight through fire door, turning right immediately into Media Room. Table in center is fixed in place.

- Classroom #6, also known as the choir room or music room; has piano the use of which is included in the usage donation amount. At top of stairs turn right to end of hall, turn right and Classroom #6 is first door to the left.

- Kitchen

Note: there are no bathrooms available for use on the second floor; bathrooms are on the ground floor between the narthex and the kitchen. Bathroom facilities must be left in a clean fashion.

Note: An additional cleaning fee of $250 is required for each two months of use of the facilities.

Usage Donations: Please note that users must provide appropriate insurance, see usage agreement rules; all users must agree to terms and sign "User Agreement."

For any Sanctuary use: additional donations may be required by pastor and/or organist, and/or soloist(s), and/or streaming technician. SSPC pastor (or substitute designated by SSPC) must preside at any religious event; SSPC Minister of Music has right of first refusal for organ/piano performance at funerals, memorial services, and/or weddings, and no organ use is permitted except by or with express permission of the Minister of Music.

Profit-Making/Business	0-4 hours	Full day (up to 8 hours)
Fellowship Hall ##A + B	200	300
Fellowship Hall #A	100	175
Fellowship Hall #B	80	120

No food service or use of kitchen without additional donation, see below

Sanctuary 650 1000 *(not applicable for Funerals/Memorial Services/Weddings)*

Use of Kawai Concert Grand Piano is included, use of the Yamaha Concert Grand Piano -- additional $375 per use plus extra insurance, not to be used for rehearsals at all. Use of the organ is limited to the Minister of Music or her designee.

Mead Room	80	150
Media Room	80	150
Classroom #6 (Music room)	80	150
Kitchen	50	100

Not-For-Profit/SSPC Members	0-4 hours	Full Day (up to 8 hours)
Fellowship Hall ##A + B	_100_	_200_
Fellowship Hall #A	_60__	_75_
Fellowship Hall #B	_40__	_50_

No food service or use of kitchen without additional donation

Sanctuary _200_ _300_ *(not applicable for Funerals/Memorial Services/Weddings)*

Use of Kawai Concert Grand Piano is included, use of the Yamaha Concert Grand Piano -- additional $375 per use plus extra insurance, not to be used for rehearsals at all. Use of the organ is limited to the Minister of Music or her designee.

Mead Room	_50_	_75_
Media Room	_50_	_75_
Classroom #6 (Music room)	_50__	_75_
Kitchen	_30__	_50_