

FREQUENTLY ASKED QUESTIONS

Q. *When is space available?*

A. Rooms in the church are in demand; please contact our church administrator at 508-429-8608 x301 or office@hollistonucc.org for availability. Church activities and events have priority use of rooms. Jordan Hall is not available on weekdays between 7am-6pm or Sundays before 1pm. Fellowship Room, Ladies Parlor or classrooms weekly availability varies; available most evening and weekends.

Q. *How much does it cost for a room?*

A. Jordan Hall rents for \$275.00 (\$125 for tax exempt non-profits) for up to 4-5 hours. The Fellowship Room & Ladies Parlor rent for \$125.00 (\$75 for tax exempt non-profits) for up to 4-5 hours. Classrooms rent for \$50.00 (\$30 for tax exempt non-profits) for up to 4-5 hours duration.

Q. *I am a member of the church; do I have to pay for room use?*

A. For church members (those who have participated in an orientation program and joined the church during a worship service), if your activity is personal (i.e. birthday party, anniversary, shower or other family gathering) there is no obligation to pay a fee. Donations are, of course, welcome and appreciated. If your request for use of a room is for a civic purpose (soccer team sign ups, scout meetings, business groups, etc.) this is non-personal use and is subject to applicable fees.

Q. *How big is the room and how many people can fit in there?*

A. Jordan Hall has a capacity for 120 people sitting at tables and 200 standing or seated in chairs in rows. The Fellowship Room & Ladies parlor can accommodate about 45 people. The classrooms may have up to 15 people. Use of the playgrounds is NOT permitted in any rentals.

Q. *May children be in the building?*

A. Yes, bring your children, with proper number of chaperones; minimum of 2 adults (over 21) and for more than 20 children you will need 1 adult for every 12 children present.

Q. *Can we cook food in the kitchen?*

A. Yes if you have also rented the kitchen, for \$100.00, you may prepare food. (\$70 for tax exempt non-profits). Observe rules of cleanliness in accordance with town health dept. We are a nut free facility. **No nuts or products containing nuts are allowed in the building.**

Q. *May we have decorations?*

A. Yes, but nothing may be taped or pinned/stapled to the walls. Balloons may be tied to chairs or to small weights (sand or kitty litter in a tied plastic bag works well). No candles are permitted unless battery operated.

Q. *Can we have music?*

A. Music is permitted, recorded or live, but not after 11pm. There is no available sound system or amplification equipment.

Q. *Is there a room with a television?*

A. Yes, the Ladies Parlor has a flat screen TV. It does not have cable service so it is only used for dvd playback.

Q. *Can we rent the church for a wedding?*

A. The church is available to members of the congregation as well as, in some cases, those that are not affiliated with the church. Contact the Minister, Rev. Bonnie Steinroeder, revbonnie@hollistonucc.org or 508-429-8608, ext. 302 to inquire about a wedding. She may refer you to the wedding coordinator, Karen McCue regarding fees for the use of the building as well as other details to be considered