

**Rental Fees for Parish Facilities**

***Saint Patrick Church  
152 East Pomfret Street  
Carlisle, Pennsylvania 17013  
717-243-4411  
Fax: 717-258-9281***

**At Marsh Drive:**

1. Warrell Social Hall	\$175.00
2. Warrell Social Hall Kitchen	\$175.00
3. School Gymnasium	\$100.00
4. School Library	\$ 50.00
5. Father Ganss Room	\$ 50.00
6. Music Room	\$ 50.00
7. Science Room	\$ 50.00
8. Art Room	\$ 50.00
9. School Classrooms	\$ 50.00
10. Monsignor Mattern Room (Life Teen Room)	\$ 50.00
11. Bishop Waltersheid Room	\$ 50.00
12. Monsignor Schmidt Room (RCIA Room)	\$ 50.00
13. All three Adult Education Rooms	\$150.00
14. Father Welsh Room	\$100.00
15. Father Forrey Room	\$ 75.00
16. The Turo Scout Room	\$ 50.00
17. The Eagle Scout Room	\$ 50.00
18. The Warrell Scout Room	\$ 50.00
19. All three Scout Rooms	\$150.00
20. Parish Activity Center Gymnasium	\$300.00
21. The above with Stage and Stage Equipment	\$600.00
22. Parish Activity Center Kitchen	\$200.00

**At Pomfret Street:**

1. Kole Library	\$ 50.00
2. Saint Joseph Room	\$ 50.00
3. Catacombs (Note: Not handicap accessible)	\$ 50.00

**Rental Fees for Parish Facilities Continued**

**At Pine Grove Furnace State Park:**

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| 1. Saint Eleanor Regina Chapel | \$100.00 |
| 2. With kitchen facilities     | \$125.00 |

**Tables & Chairs Fee:**

First 6 tables and 48 chairs are included in the cost of room rental fee. Below are the fees for additional tables and chairs.

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| 1. Tables | \$7.00 each |
| 2. Chairs | \$1.25 each |

**Clean up Fee:**

There will be a minimum \$100.00 clean up fee for dinners, dances, wedding and funeral receptions, or for any event at which food and/or drink are served. Below are the clean-up fees depending on the number of estimated guests.

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| 1. 1-100 Guests  | \$100.00 |
| 2. 101-200 Guests  | \$125.00 |
| 3. 201-300 Guests  | \$150.00 |
| 4. 301-400 Guests  | \$175.00 |
| 5. 401-500 Guests  | \$200.00 |
| 6. 501+ - Parish Administrative Manager will determine and communicate clean up fee. |          |

**Rental Staff Support Fee:**

There will be a rental staff support fee of \$20.00 per hour for any event that is not sponsored by a recognized parish ministry.

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|-------------------------|-------------|
| 1. Rental Staff Support | \$20.00/hr. |
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**Note:**

1. The fees are strictly intended to be used for the cost of utilities, supplies, and the maintenance team that must perform cleanup, breakdown of setup, setup for the next event, and locking up and securing of the building. The fees are fixed for the event.
2. Gymnasium fees include the use of volleyball standards, and rest rooms.
3. There will be a fee of \$20.00 per hour for rental staff support to be present at any event that is not sponsored by a recognized parish ministry.
4. There will be a minimum \$100.00 clean up fee for dinners, dances, wedding and funeral receptions, or for any event at which food and/or drink are served. Additional fees will apply depending on number of guests (see rental fees).
5. There will be no rental fees for the use of the facilities by Parish organizations for their regular activities.
6. There will be a \$50.00 clean up fee for Parish organizations for dinners, dances, or for any event at which food and/or drink are served.
7. There will be a security deposit of \$250.00 for the rental of the Warrell Kitchen/Social Hall and for the Parish Activity Center Kitchen.
8. There will be security deposit of \$500.00 for the use of the Parish Activity Center Audio/Video equipment, Stage, and Gymnasium.
9. It is the responsibility of the user to inform the Parish Administrative Manager as to their requested set-up for room layout, tables and chairs and equipment requirements **at least one week prior** to the event date(s).
10. No individual or organization may use the sound and lighting, stage and gym equipment without permission from the Parish Administrative Manager. **ADJUSTMENTS TO SOUND SYSTEM ARE TO BE MADE BY AUTHORIZED PERSONNEL ONLY.**
11. It is the responsibility of the requesting user to comply with all rules, regulations and policies for use of Parish Facilities which can be downloaded at [www.saintpatrickchurch.org](http://www.saintpatrickchurch.org)
12. Prices are subject to change without notification and applicant will be notified by the Parish Administrative Manager of fee change.