



## **Room Rental Information for Not-for-Profit or 501(c)(3) Organizations**

Attached is information about renting space for NOT-FOR-PROFIT or 501(c)(3) ORGANIZATIONS in our Minnehaha UMC building. The document includes room rental fees and guidelines, details about available rooms to rent, and building maps showing the location of the rooms on the first, second and third floors, and lower level. **NO FOOD TRUCKS, PLEASE.**

## Minnehaha United Methodist Church Room Usage Fee Guidelines

**Members:** Persons who have joined MUMC and are active in spirit, finance and mission

**Associates:** Persons who are not members of MUMC, but are active in spirit, finance and mission

**Community:** Groups whose mission aligns with MUMC's mission in "Health / Wholeness / Recovery" (including Boy Scouts); Groups who work for the common interest in our neighborhood such as NENA, AARP, Toastmasters (includes extra events for Mandala Montessori)

**Outside:** Groups with missions unrelated to our mission who want to rent space

Room Rental	Members, Associates, Community	Outside Groups	
	Mission Based	<50 People	>50 People
<b><u>1st Floor</u></b>			
<b>Sanctuary</b> (basic sound included)	\$50 / hour	\$100 / hour	\$150 / hour
With Sound Tech - Additional Fee <sup>1</sup>	\$50 / 2 hours	\$50 / 2 hours	\$50 / 2 hours
Each Additional Hour	\$25 / hour	\$25 / hour	\$25 / hour
With Livestream Tech - Additional Fee <sup>1</sup>	\$100 / 2 hours	\$100 / 2 hours	\$100 / 2 hours
Each Additional Hour	\$50 / hour	\$50 / hour	\$50 / hour
<b>Chapel</b>	\$10 / hour	\$20 / hour	
<b>Narthex<sup>2</sup></b>	\$20 / hour	\$40 / hour	
<b><u>2nd Floor</u></b>			
<b>Classrooms</b>			
202 / Pre-K Room	\$10 / hour	\$20 / hour	
204 / Nursery	\$10 / hour	\$20 / hour	
206	\$10 / hour	\$20 / hour	
208 / Piano & TV	\$10 / hour	\$20 / hour	
<b><u>3rd Floor</u></b>			
<b>Classrooms</b>			
302 & 304	\$20 / hour	\$40 / hour	
306	\$10 / hour	\$40 / hour	
310 / Choir Room	\$10 / hour	\$40 / hour	
<b><u>Basement</u></b>			
<b>Fellowship Hall / Stage</b>	\$50 / hour	\$75 / hour	\$100 / hour
<b>Kitchen - Non-Contract Users<sup>3</sup></b>	\$30 / hour	\$50 / hour	\$75 / hour
<b>Gym (4+ people)</b>	\$20 / hour	\$50 / hour	\$75 / hour

<sup>1</sup> A/V & Livestream equipment only used by MUMC trained technicians

<sup>2</sup> Includes use of Mini-Kitchen

<sup>3</sup> Includes kitchen coffee makers only with **your** coffee and paper products

**Links to additional Building Usage Information:**

[Weddings](#)

[Funerals](#)

[Contract Kitchen Use](#)

## **Scheduling Priorities**

***The order below determines what uses, missions, events and activities have priority in the use of the building:***

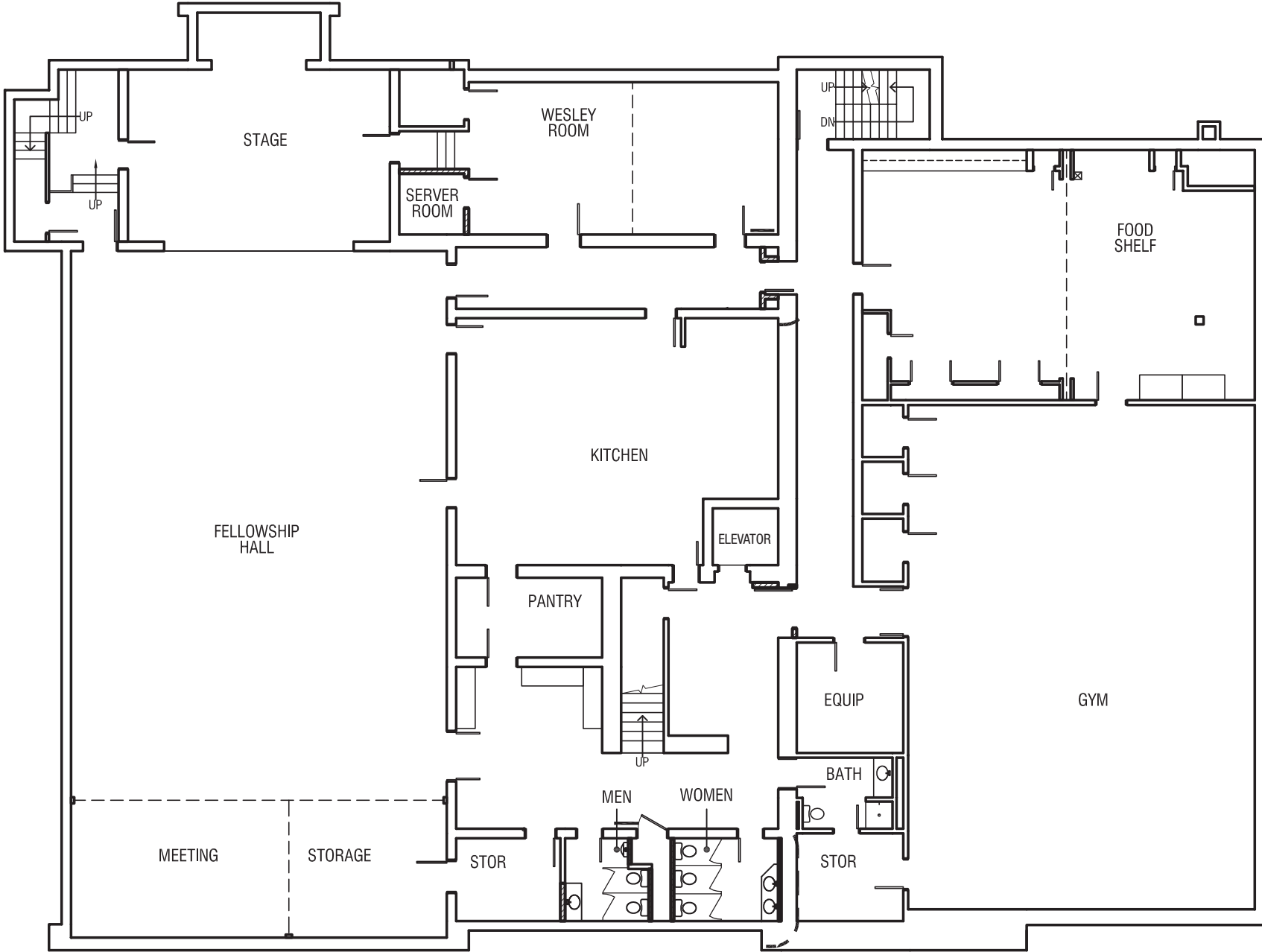
1. All Minnehaha United Methodist Church functions and missions
2. Mission and Outreach Activities (Scouts, 12 Steps Programs, etc.)
3. Mission and Outreach Activities outside of regularly scheduled meetings
4. Church member's special use
5. Non-member's special use and Secular Programming (music recitals, etc.)

# Minnehaha United Methodist Church

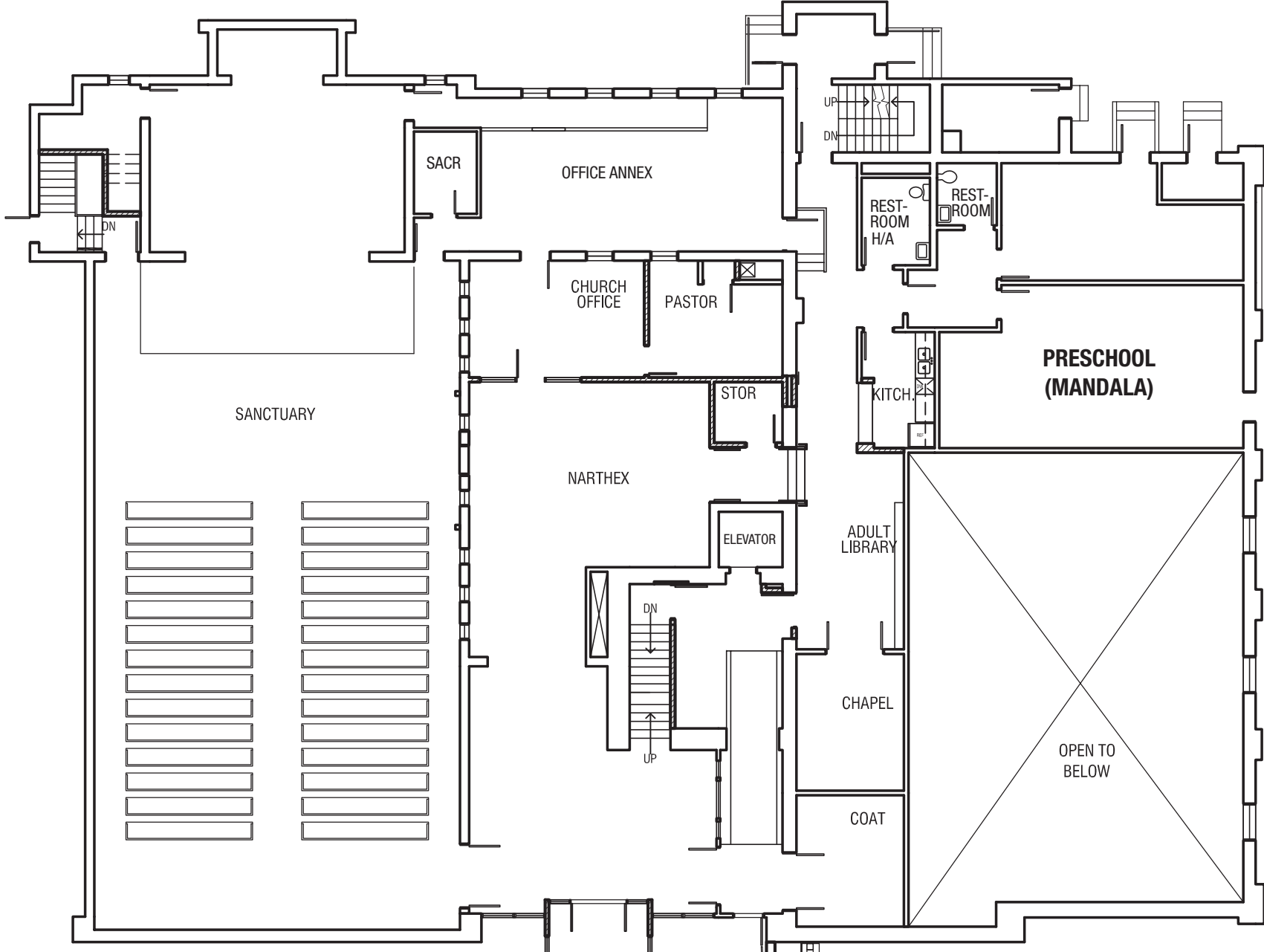
## Room Details

Floor	Room #	Room Name	Capacity	Age-Range	Flooring	A/C	Piano	Furnishings
<u>1st</u>		Sanctuary	331	All	Tile	No	Yes	<b>Pews:</b> 14 Rows padded / Seating 224+; <b>Chairs:</b> 3 Rows padded / Seating 48+
		Narthex	83	All	Carpet	Yes	No	<b>Tables:</b> 3 Rectangle, 2 Round Hi-Top; <b>Chairs:</b> 8 Wood; 9 Upholstered; <b>Pews:</b> 3 / Seating 12
		Adult Library		All	Carpet	Yes	No	<b>Tables:</b> 4 Round; <b>Chairs:</b> 14
		Chapel		All	Carpet	Yes	No	<b>Tables:</b> 1 Oblong; <b>Chairs:</b> 8 Adult
<u>2nd</u>	202	Classroom - Pre-School		Toddler / 3 & 4 yo	Carpet	No	No	<b>Tables:</b> 3 Rectangle-Toddler; <b>Chairs:</b> 11 Toddler, 2 Adult
	204	Classroom - Nursery		Infants up to 3 yo	Carpet & Tile	Yes	No	<b>Tables:</b> 1 Hexagon-Adult, 1 Round-Child; <b>Chairs:</b> 6 Adult, 6 Toddler
	206	Classroom - Kindergarten & 1st		Child	Carpet	Yes	No	<b>Tables:</b> 2 Rectangle, 4 Trapezoid (adjustable); <b>Chairs:</b> 2 Adult, 20 Child
	208	Classroom - 2nd & 3rd		Child	Rug & Tile	Yes	Yes	<b>Tables:</b> 3 Round-Child (adjustable); <b>Chairs:</b> 32 Child
<u>3rd</u>	302/304	Youth Room		All	Carpet	Yes	Yes	<b>Tables:</b> 2 Rectangle (narrow); 2 Side <b>Chairs:</b> 10 Adult; <b>Other Furniture:</b> 3 Couches, 1 Love Seat, 2 Chairs
	306	Classroom - 4th & 5th		All	Tile	No	No	<b>Tables:</b> 2 Rectangle; 2 Square <b>Chairs:</b> 21 Adult
	310	Choir Rehearsal Room		All	Tile	Yes	Yes	<b>Tables:</b> 2 Rectangle; <b>Chairs:</b> 25 Adult
<u>Basement</u>		Fellowship Hall / Stage	195	All	Tile	No	Yes	<b>Tables:</b> 10 Round, 8 Octagon, 12-8' Rectangle, 8-6' Rectangle, 14-Wood Rectangle (heavy); <b>Chairs:</b> 152 padded; 70 metal folding; <b>Pews:</b> 2 / Seating 12
		Kitchen (Non-Contract Users)		All	Tile	Yes	No	
		Gym	127	All	Sport Court	Yes	No	Basketball Hoops; Volleyball net; Pickleball net; Various balls & equipment

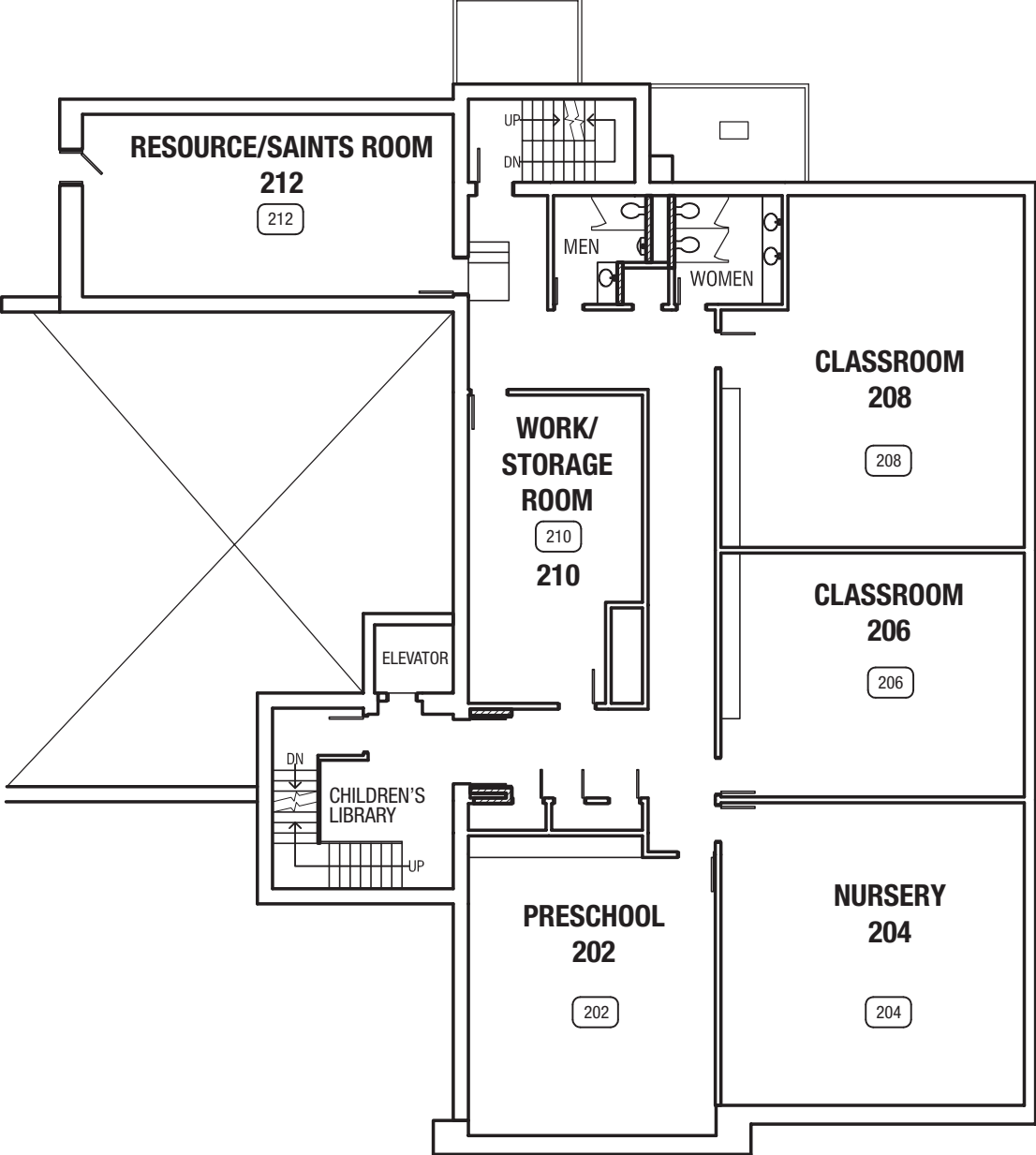
# LOWER LEVEL



# MAIN FLOOR



# SECOND FLOOR



**THIRD FLOOR**

