

# Services & Packages

---



## Sanctuary

The largest of our rentable spaces has skylights throughout, as well as dimmable hanging and recessed lights for any event mood. The high quality PA speaker system is hidden away in the ceiling, and a projector with drop down screen can accommodate projection needs. The Sanctuary and Social Hall are contiguous but can be transformed into two distinct spaces by means of a dividing wall.

Dimensions: 51x52/2652 sq. ft *with stage*

Capacity: *Theater 260, Banquet 220, Standing 350*

65x52/3380sq ft. *without stage.*

1 hour, \$80/hour

**\$80**



## Social Hall

The Social Hall is contiguous with the Sanctuary but can be transformed into its own space by means of a dividing wall. Skylights and dimmable hanging fixtures provide lighting to fit your needs, and the in-ceiling PA can accommodate music or voice amplification. Large main and side doors facilitate easy set up and take down of events.

Dimensions: 34x34/1156 sq. ft

Capacity: *Theater 120, Banquet 100, Standing 150*

1 hour, \$60/hour

**\$60**



## Chapel

The Chapel is a well-lit room suitable for small to medium meetings or classes and houses one of our two pianos.

Dimensions: 24x24/576 sq. ft

Capacity: *Theater* 15-45

1 hour, \$45/hour

**\$45**



## Kitchen

### Kitchen Facility

Prep Tables

cooking Utensils

Oven, Stove/Hood

3 Compartment Sink and Dishwasher

Vegetable Prep Sink

Refrigerator

Freezer

Storage upon request

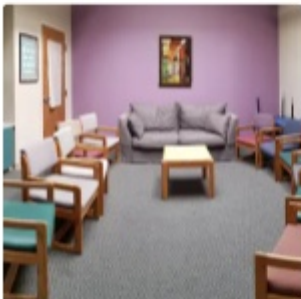
*Minimum use 4 hours in two week period*

*Users should allow a minimum 30 minutes for cleaning and sanitizing. (cleaning supplies provided.)*

**Unavailable Mon-Thurs (8:00-1:00) due to long term rental**

1 hour, \$20/hour

**\$20**



## Room One

Room One is suitable for meetings, classes, workshops, or other small group events.

Capacity: *Theater* 10-15

1 hour, \$20/hour

**\$20**



### Room Three

Room Three is primarily a childcare room but is spacious and would be suitable for small group events.

**Unavailable Mon-Thurs (8:00-3:00) due to long term rental.**

1 hour, \$15/hour **\$15**



### Room Four

This room serves as a nursery/young childcare area. Toys and a partially foam-covered floor accommodate play, and there is plenty of seating for tired parents.

Capacity: *Theater 10-20*

1 hour, \$15/hour **\$15**



### Room Five

Room Five is suitable for meetings, classes, workshops, or other small group events.

**Unavailable Mon-Thurs (8:00-3:00) due to long term rental**

Capacity: *Theater 10-20*

1 hour, \$15/hour **\$15**



### Room Six

Room Six is spacious, suitable for meetings, classes, workshops, or other small group events.

**Unavailable Mon-Thurs (8:00-3:00) due to long term rental.**

Capacity: *Theater 20-30*

1 hour, \$20/hour **\$20**



## Room Seven

Capacity: *Theater* 20-30

**Room Seven is spacious, suitable for meetings, classes, workshops, or other small group events.**

**Unavailable Mon-Thurs (8:00-3:00) due to long term rental.**

1 hour, \$20/hour **\$20**



## South Foyer

**This lovely space has large glass doors but limited seating arrangements due to multiple fire exits that must remain clear.**

Capacity: *Theater* 10-20

1 hour, \$15/hour **\$15**



## East Foyer

**This end-of-hall space has abundant windows and large glass doors but limited seating arrangements due to multiple fire exits that must remain clear. This is not a room that can be sealed off, so privacy is also limited.**

Capacity: *Theater* 15-20

1 hour, \$10/hour **\$10**



## Playground

**Requires a playground supervisor provided by renters; renters may not use playground unless specifically stated in the contract.**

1 hour, \$20/hour **\$20**



## A/V Technician

Required if using the UUCE sound system and event AV needs exceed basic microphone setup (i.e. multiple microphones, projection, music, Zoom)

*\*hourly rate applies to pre-event consultations, planning, and emails as well as the event itself.*

*specific A/V consultation required*

1 hour, \$40/hour **\$40**



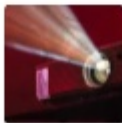
## Presentation Sound set-up

Presentation Sound Setup

House speaker system with two wired or wireless microphones and stands.

*\*available in the Sanctuary or Social Hall only*

1 day, \$75/day **\$75**



## Projector/slideshow presentation

**House speaker system with two wireless microphones and stands plus projector and screen.**

*\*Projector only available in Sanctuary.*

*\*Microphones available in Sanctuary or social hall only.*

1 day, \$150/day **\$150**



## Slideshow / Agenda creation

Our AV admin will create a slideshow or agenda for your event based on information provided during the AV consultation.

1 hour, \$50/hour **\$50**



## extra microphone

**We have a selection of microphones to fit your needs (wireless handheld, wired, wireless lapel, wireless headset, Instrument).**

1 item, \$25/item **\$25**

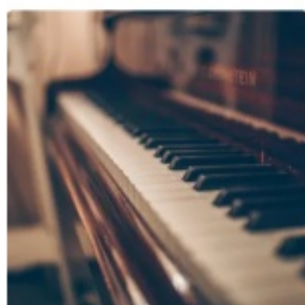


## T.V. and Zoom Portal

Large-screen TV with HDMI inputs for laptop or Zoom Portal (camera and microphone).

*\*Discounts provided for support groups.*

1 day, \$25/day **\$25**



## Piano use

must be approved by UUCE Music Director

*\*Two Pianos available*

1 day, \$25/day **\$25**



## Minister

Our minister, Reverend Jen Youngsun Ryu, officiates all weddings, funerals, and other rights of passage held at UUCE. This service starts at **\$350** and has a variable range depending on the amount of time required, as well as travel for the Minister.

*\*Current IRS mileage allowance if applicable.*

*\*eligible for reduced fees at discretion of Minister/ Rental Admin.*

Quantity: 1 **\$350**