

USE OF CHURCH SANCTUARY

Church of the Holy Communion, Washington D.C.

The **Sanctuary** is the Holy of Holies and should be respected at all times. All activities taking place within the Sanctuary must be done in an organized, Christian manner, in accordance with the commandments of the Bible and the rules of the Church of the Holy Communion.

RENTAL FEE:

- The rental fee for the Sanctuary is \$650 (all-inclusive)
- The rental fee for the Sanctuary is \$500 (base)
 - Additional fees:
 1. Communion wine and wafers--\$40 (per 100 people)
 2. Oil for the candles--\$10
 3. Acolytes (if requested)--\$10 (each)
 4. Head Usher and altar guild member for wedding, funerals, and other special services--\$20 (each)
 - if requested, ushers will be present both at the rehearsal and the actual event
 5. Organist (if requested)--\$150 per session
 6. Custodian/ Sexton--\$65
 7. Priest--at discretion

RULES OF THE SANCTUARY:

- All services must be conducted in an orderly, Christian manner and follow the ordinances laid out in the Holy Bible and other Christian ordinances
- **NO FOOD OR DRINK** of any kind (with the exemption of the communion wine and wafers) can be brought into the Sanctuary
- No trash and items of any kind can be left in pews, including, but not limited to:
 - order of services left by worshipers
 - any personal items belonging to worshipers
- The church is **NOT LIABLE** for any personal items such as cell phones, computer games or personal effect, etc; that worshipers leave in the church.
- The sanctuary must be properly and thoroughly cleaned following the service.
- All materials returned to their proper positions. The host will be liable for any missing items belonging to the church.