

Overview of Facilities Use
Wasatch Presbyterian Church
1626 South 1700 East, Salt Lake City, Utah 84108
Phone 801-487-7576 Fax 801-478-7577

General Use Policy

Wasatch Presbyterian Church (Wasatch) believes that opening our facility to church and community groups is important outreach. Scheduling of events is subject to availability and is done through the Wasatch Church office. Some activities, such as serving of alcohol or soliciting donations, require approval by the Session. Special event coordination is done through a hands-on Event Coordinator, who will assist with planning, selecting options, and reviewing the facility use fees. Wasatch charges facility use fees according to an established rate schedule to cover the costs of normal use, janitorial services, and utilities. For questions or preliminary scheduling, call the Church office at 801.487.7576.

Sanctuary & Chapel

The Sanctuary and Chapel, located adjacent to each other on the Sanctuary Level, are places of worship, reflection, and celebration. These spaces are used for worship, weddings, funerals, and concerts. The Sanctuary seats approximately 250 and the Chapel seats 30.

Fellowship Hall

Fellowship Hall, located adjacent to the Sanctuary and Chapel on the Sanctuary Level, is a warm, comfortable space with a fireplace, piano, and kitchenette suitable for moderate-sized meetings, luncheons, and receptions. The capacity for seated meals is 80 people.

Multipurpose Hall

Also known as the Gym, this space has a $\frac{3}{4}$ -size basketball court located on the Main Level. No black-soled shoes are allowed. The space can seat up to 200 people at round tables and is suitable for larger gatherings, meals, and physical activities.

Classrooms & Library

These spaces, in a variety of sizes, are suitable for smaller, informal meetings and are located on the Main Level. Capacity for each room ranges from 16 to 20 people.

Kitchens

There are two kitchens on different levels within the building. A fully equipped commercial kitchen and serving area are situated adjacent to the Multipurpose Hall on the Main Level. A small serving kitchen is located in the corner of Fellowship Hall.

Showers

Showers are centrally located just outside the multipurpose room on the Main Level.

Equipment

Sanctuary sound equipment is run by a sound technician. Tables and chairs are available in all spaces. Pianos and a portable lectern are available. The elevator is centrally located to move conveniently between levels, making the building totally accessible.

Parking & Entrances

Parking is available in upper and lower lots, in addition to the adjacent street parking. Entrances are handicapped accessible.

Fee Schedule for Facilities Use
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There is an initial Security Deposit of \$250 for use of Wasatch Presbyterian Church facilities. The deposit check will be held by the bookkeeper until after the event. The security deposit is due upon signing of the contract. The deposit may be used to cover repairs of damage or excessive cleaning resulting from the event. The total fees are due at least one week before the event and/or rehearsal. (Please note: This fee schedule does not apply to Wasatch members and friends or organizations in which members/friends are directly involved. A reasonable donation to help cover expenses is appreciated. Some uses may require special, specific fees which will be determined by the event coordinator.)

Sanctuary:

Up to 3 hrs = \$250. \$75/hr after original 3 hours. \$75 rehearsal fee for 2 hours.

Chapel:

Up to 3 hrs = \$150. \$25/hr after the original 3 hours.

Fellowship Hall:

Up to 3 hrs = \$250. \$50/hr after the original 3 hours.

Kitchenette in Fellowship Hall:

\$50 additional charge.

Classrooms or Library:

\$50 per room per event.

Multipurpose Hall:

Up to 3 hrs = \$250. \$25/hr after the original 3 hours.

Multipurpose Hall Kitchen:

Up to 3 hrs = \$100.

Use of dishes and equipment must be approved.

Showers:

\$25 for up to 10 people and \$50 for up to 20 people.

Equipment:

Piano – no charge.

Lectern – no charge.

Set up of tables and chairs:

Possible additional charge of \$25 to \$50.

Sound technician:

\$50 for event. \$35 for rehearsal.

Custodial Gratuity:

\$50 for event.