



Madison First United Methodist Church

AFFILIATE NON-WEDDING FACILITY USAGE FEE SCHEDULE

(Affiliates are sanctioned churches, Christian groups, and MUMC school and community groups)

Date of Last Revision: 5/20/2017

PARKING LOTS ONLY

Wesley Parking Lot Free

Asbury Parking Lot Free

(Asbury additional parking given and fee for Wesley First Baptist Church)

EVENT SPACES

Asbury Sanctuary Free

(200 maximum capacity, please call)

Asbury Gathering Space Free

(200 maximum capacity, please call)

Egworth Youth Center Free

(200 maximum capacity, please call; 400 maximum capacity tables and chairs, tables include space for chairs)

Wesley Worship Center Free*

(200 maximum capacity, please call; 400 maximum capacity tables and chairs, please call for table layout)

*Event Spaces are provided as is. If your event requires a different set-up, the following fee schedule will be applied. Unfortunately, to ensure proper care of our resources, groups are not allowed to set-up and take-down themselves.

SET-UP/FEE

\$175 1/3 of Wesley - Left Wing (approx. 11 Tables)

\$225 2/3 of Wesley - Left Wing and Center Section of Wesley (approx. 21 Tables)

\$375 All of Wesley - Left Wing, Center, and Right Wing of Wesley (approx. 35 tables)

AUDIO/VISUAL

A member of the MUMC A/V Team **must** be present at all events that require the use of **any** MUMC A/V equipment.

A/V FEE

\$50 per hour

KITCHEN

Wesley Kitchen \$100 (cleaning fee)

- Ministry Partnership: Non-profit organizations may apply to have cleaning and set-up fees waived by making a request with affiliation. Requests will be reviewed and fees waived if program and event fit within ministry partnership guidelines.
- To book a MUMC facility, please submit a Facility Usage Request Form. These are available at www.madisonfirst.com or from the MUMC Office.
- All facility Usage Request Forms must be approved before events can be scheduled.
- All bookings require a signed Facility Usage Policy to confirm your request.