

**Trinity Presbyterian Church, USA**  
**499 Route 70 East**  
**Cherry Hill, NJ 08034**

Phone 856-428-2050/ Fax 856-795-8471/ Email trinpres@trinpres.org

**Building Use Guidelines and Fee Schedule**

**Witherspoon Center**

Cost Schedule for Witherspoon assumes user will set up and take down necessary equipment.

Room	Size	Capacity	Not for Profit		For Profit		Sexton Fee
			Up to 4 Hours	4 to 8 Hours	Up to 4 Hours	4 to 8 Hours	
Main Hall	40 ft by 40 ft	75	\$230	\$400	\$250	\$500	Add'l Cost
Room 1 (at left)	20 ft by 25 ft	20	\$120	\$180	\$135	\$210	A
Room 2	20 ft by 25 ft	20	\$120	\$180	\$135	\$210	A
Room 3	13 ft by 25 ft	10 informal	\$60	\$90	\$75	\$110	A
Room 4	25 ft by 18 ft		Not Available	Not Available	Not Available	Not Available	
Room 5	19 ft by 19 ft		Not Available	Not Available	Not Available	Not Available	
Room 6	20 ft by 25 ft	15	\$115	\$175	\$135	\$200	A

A - Should it be determined that an event requires sexton clean-up, a charge will be added to standard room charges (any time food and/or beverages are served).

B - Some events may require attendance by a Church monitor (\$20/hr.)

**Sanctuary Building**

Room	Size	Capacity	Not for Profit		For Profit		Sexton Fee
			Up to 4 Hours	4 to 8 Hours	Up to 4 Hours	4 to 8 Hours	
Community Room	40 ft by 60 ft	100	\$130	\$165	\$155	\$190	Required 4-8 hr events A
Lower Level Kitchen			\$125	\$165	\$165	\$220	Required 4-8 hr events A
Anteroom upper level	20 ft by 30 dt	30	\$125	\$190	\$150	\$220	Required 4-8 hr events A
Fellowship Hall - Reception	40 ft by 60 ft	150	\$250	\$385	\$470	\$640	Required 4-8 hr events A
Fellowship Hall - Recital	40 ft by 60 ft	100	\$135	\$165	\$250	\$385	Required 4-8 hr events A
#-Piano Tuning Deposit			\$125				
Choir room with risers	20 ft by 30 ft	30	\$100	\$165	\$130	\$330	
Main Sanctuary*	40 x 80	650	\$385	\$550	N/A	N/A	Required 4-8 hr events
with Reception - Additional			\$250	\$250	N/A	N/A	Required 4-8 hr events A

A - Should it be determined that an event requires sexton clean-up, a charge will be added to standard room charges (any time food and/or beverages are served).

B - Some events may require attendance by a Church monitor (\$20/hr.)

**\*Weddings - See Separate Church Policy**

**Sexton Fee - \$75 Checks should be made out to Larry Hall. Thank you.**

10/23/15 last update

Fellowship Hall piano - Mason and Hamlin 7'

Community Hall piano - Kawai baby grand