 **FAMILY LIFE CENTER AND HERITAGE DINING ROOM
 FEES AND USAGE GUIDELINES**

**Contact: West Nidaros Office 605-543-5215 or** **office@westnidaros.org**

**May not be reserved more than 6 months in advance.**

**West Nidaros is a smoke-free building and alcohol is prohibited anywhere on the West Nidaros premises, including the parking lot.**

**FEES: (please make checks payable to West Nidaros and submit with signed agreement**

Non-members: $350 upon Council approval.

Members: Open house birthdays and anniversaries - No charge
 Private parties - $200.00; Graduation receptions - $ 75.00;
 Miscellaneous invitation parties - $ 50.00; Baptism or Confirmation dinners - $ 25.00.

A $250 janitorial fee will be added in addition to the usage fee, if the facility is not left clean.

**FAMILY LIFE CENTER- TEAM PRACTICES - Fees are reviewed on an annual basis.**
Team practice season is October – April. Point person for season practice is Chris Langloss (605.940.0274)

Fees: One weekly time slot $ 50.00 per month; Two weekly time slots $100.00 per month; Occasional practices or play time, $5.00 per person per time. **Practice season fees are to be paid prior to a team starting their practice.**

Each participant must sign a West Nidaros Lutheran Church Waiver of Damage and Liability waiver form prior to a team starting their practice.

Individuals will only have access to the gym and first floor restrooms. All balls must be left in the gym. They cannot be taken into the hallways or any other part of the church.

Each team coach will request playing time. Every effort will be made to fulfill requested time slots. If too many teams request the same time slots, West Nidaros coaches will draw first followed by nonmember coaches. If additional times are available, second slot playing times will be drawn for by the West Nidaros coaches and then the nonmember coaches. A meeting of the coaches requesting playing time to draw from the time slots, pay the fees and turn in the liability forms, will be scheduled. Practice times will not be scheduled during Holy Week. Rentals on Sundays can be scheduled for after 6 p.m. only.

Impromptu groups must schedule their time no later than noon of the day they plan to use the FLC to be respectful of others and the custodian and abide by the time slot assigned, even if no one is scheduled after your scheduled time. Custodians plan their cleaning time around the scheduled events. The last 10 minutes of any rental must be used for cleaning the facility. Any person who loans their key to a group is responsible for any damage or problems during the time the group is using the gym.

For team practices, shoes worn outside may not be worn in Family Life Center.

Make sure everyone is aware of the “Ten Commandments for using FLC” which are posted on the wall and enforce them. Custodians should not have to pick up balls, bottles, clothing etc. left lying around. There will be a $250 janitorial fee will be applied if facilities not left clean.

**I understand that this is a church and if a church-related event, such as a funeral, arises, the facilities might not be available to use, and only a few days’ notice might be given.**