

St. Andrew's United Church – 2025 Space Booking Form

Please read *St. Andrew's Building Usage Policy and Rates* on our website and consult the Church event calendar before booking a space (also located on the website). If you have questions, please contact the Church office at 306-783-4157 or by email at: manager@standrewsyorkton.ca

Event Information
Please tell us who is booking space:
<input type="checkbox"/> Organization <input type="checkbox"/> Individual
Organization or Individual Name:
Name of Event:
Will you be charging admission for your event? <input type="checkbox"/> Yes <input type="checkbox"/> No
Contact Information
First Name:
Last Name:
Email Address:
Phone number:
Space Use Agreement – please check
<input type="checkbox"/> I have read the St. Andrew's Building Usage Policy and agree that my event would abide by all requirements of the policy.

Space and Date Requirements				
Please provide detailed information regarding all space or spaces and date or dates required below:				
Space Required	Date(s) of Event	Start Time	End Time	What will the space be used for?

Office Use Only
Date received:
Date Approved:
Fees assessed:
Confirmation with user date:
Notes:

St. Andrew's United Church - Rental Rates 2025

Space	Daily Amount	Note	Space Capacity
Sanctuary	\$185	More than 4 hours	192
	\$110	4 hours or less	
	\$25	Use of piano	
Lower Hall	\$115	More than 4 hours	167
	\$75	4 hours or less	
	\$30	Use of Kitchen	
Lower Hall Lounge	\$30	Per day	30
Upper Hall	\$70	More than 4 hours	94
	\$40	4 hours or less	
	\$25	Use of Kitchen	
Use of Church Audio Visual equipment and technician	\$150	Per Day	
Lost Key	\$150		
Clean-up Fee - no charge if you clean up as per the rental agreement.	\$150		
Opening and Closing Fee if required	\$50	Per day	

If you are charging admission for your event the fee will be 15% of ticket sales if it is above the rental charge.

No rentals are available Sundays from 9:00 am – 1:00 pm

Lower Hall rentals are not available on Sundays after 6:00 pm