



**ST. PETER LUTHERAN  
CHURCH & SCHOOL  
SCHAUMBURG**

## St. Peter Member Rental Request Form

|                               |   |
|-------------------------------|---|
| Rental Day & Date:            | Time Frame: (includes setup & clean up) |
| Location Requested & Purpose: | Phone:                                  |
| Name:                         |   |
| Address:                      |   |
| Email:                        | Number of Attendees:                    |

### Rental Fees:

Picnic Grove or Field.....\$30/hr  
 School Gym .....\$30/hr  
 School Cafeteria & Kitchen.....\$20/hr  
 Fellowship Hall..... \$40/hr  
 Fellowship Hall Kitchen .....\$10/hr  
 Classroom .....\$25/hr + \$10/hr for extra classrooms  
 Sanctuary.....\$30/hr

- Fees include setup and take down of seating for 72 guests (12 tables w/ 6 chairs) and 2 serving tables/areas. Additional tables and chairs may be added for a \$25 set up fee.
- Stage set-up is \$25/section (4 sections total for full stage). Technology Usage fee = \$25/event or per every 4 rooms.
- Rentals including the kitchen may use the refrigerator, stove, microwave and sink. Cooking raw food is not permitted.

### Payment Information:

Room: \_\_\_\_\_ #of hours: \_\_\_\_\_ X \$ \_\_\_\_\_ per hour = \_\_\_\_\_

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Additional Charges \_\_\_\_\_ = \_\_\_\_\_

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