

ST. JOHN UNITED ROOM RENTAL INFORMATION

	Sanctuary	Lounge	Boardroom	Fellowship Hall	Co-Create Space
Description/ Usages	The Sanctuary has flexible, pew (bench) style seating for approximately 120 people. With great acoustics, a raised stage area, and a Steinway piano, the sanctuary is most often used for musical rehearsals and performances.	The Emmaus Lounge with sweeping west-facing views is attached to the sanctuary, separated by sliding doors. With flexible seating, this room is perfect for small receptions and meetings. The Emmaus Lounge seats about 30 people and may be rented in conjunction with the sanctuary or on its own. An attached kitchenette is also available.	The Boardroom offers sweeping west facing views, large conference tables and seating for 15-20 people and is perfect for small to medium meetings. Includes flexible seating and meeting areas.	The Fellowship Hall is our most flexible large space. With kitchen access for basic food prep and set-up (for an additional fee) and linoleum floors, the Fellowship Hall can be used for a wide range of events, receptions, and workshops. With tables and chairs, the hall seats up to 150 guests.	The Co-Create Space offers a light-filled space for creative and cozy endeavors. The flexible area has a maker’s area with 3 work tables + chairs. There’s a bar with 2 stools, and a conversation area with couches, chairs, and a coffee table. This space is perfect for classes, workshops, and just hanging out.
Parking	Parking lot and free street parking.	Parking lot and free street parking.	Parking lot and free street parking.	Parking lot and free street parking.	Parking lot and free street parking.
Accessibility	Building has an elevator, ramps, and an all-gender restroom.	Building has an elevator, ramps, and an all-gender restroom.	Building has an elevator, ramps, and an all-gender restroom.	Building has an elevator, ramps, and an all-gender restroom.	Building has an elevator, ramps, and an all-gender restroom.
Square Footage	3588 sf	880 sf	506 sf	2600 sf	704 sf
Room Capacity	120	30	15-20	150	15-20
Furniture Available	<ul style="list-style-type: none">18 Pews, 11’2 Pews, 9’2 Pews, 7’Steinway Piano	<ul style="list-style-type: none">5 round 4’ tables24 folding plastic chairs2 rectangular tables10 occasional chairsUpright piano	<ul style="list-style-type: none">3 conference tables + 17 chairsSmall round conference tables+ 4 chairsBar with 3 stoolsLove seat +lounge chairLarge white board	<ul style="list-style-type: none">14 round 5’ tables8 rectangular 8’ tables78+ folding metal chairsSmall stage2 Pianos	<ul style="list-style-type: none">3 work tables + 12 chairsBar + 2 stoolsKids tables with stoolsCouchBeanbag6 chairs
Tech Available	<ul style="list-style-type: none">WiFiSpeakers + microphones for an additional tech charge of \$20-40	<ul style="list-style-type: none">WiFi48” TV with cart available for additional tech charge of \$20	<ul style="list-style-type: none">WiFi75” screen tvHDMI Cable Hookup	<ul style="list-style-type: none">WiFi48” TV with cart, speakers, microphone, projector screen available for an additional tech charge of \$20-40	<ul style="list-style-type: none">WiFi48” TV with cart available for an additional tech charge of \$20
Commercial Cost	\$150/hr	\$50/hr	\$40/hr	\$100/hr + \$20/hr with kitchen	\$45/hr
Non-Profit/Individual Cost	\$100/hr	\$40/hr	\$30/hr	\$75/hr + \$15/hr with kitchen	\$35/hr
12-Step/Charitable Rate	\$70/hr	\$30/hr	\$20/hr	\$50/hr + \$10/hr with kitchen	\$25/hr

Please note: an administrative fee of \$30 will be incurred for one time events, recurring rentals receive a 20% discount.