



AGNES SCOTT
COLLEGE

Facility Rental Fees (2018-2019)

Bride/Groom: _____ **Proposed wedding date:** _____

Chapel Fees

- | | |
|---|--------|
| <input type="checkbox"/> Sanctuary Usage Fee (Seats 140) | \$2700 |
| <input type="checkbox"/> Inter-faith/Meditation Room Usage Included with Chapel Rental | |
| <input type="checkbox"/> Main/Meditation Chapel Sanctuary Usage Fee for Agnes Scott College Affiliates only ♦ | \$2100 |
| ♦ <i>Affiliates include Agnes Scott College students, faculty, staff and alumnae.</i> | |

Reception Facilities Fees

Rates for months of March, April, May, September, October and November

- | | |
|---|--------|
| <input type="checkbox"/> Letitia Pate Evans Hall (Seats: 350) | \$4500 |
| <input type="checkbox"/> Letitia Pate Evans Hall (Seats: 350) (Alumnae rate) | \$3500 |
| <input type="checkbox"/> Letitia Pate Evans Hall in combination with the JTS Chapel | \$6200 |
| <input type="checkbox"/> Letitia Pate Evans Hall (venue used for ceremony and reception) | \$6800 |
| <input type="checkbox"/> ASC Alumnae combination for ceremony and reception combo (JTS Chapel and/or Evans) | \$5500 |

Rates for months of January, February, June, July

- | | |
|---|--------|
| <input type="checkbox"/> Letitia Pate Evans Hall | \$3600 |
| <input type="checkbox"/> Letitia Pate Evans Hall (Alumnae rate) | \$3400 |
| <input type="checkbox"/> Letitia Pate Evans Hall in combination with the JTS Chapel | \$5550 |
| <input type="checkbox"/> Letitia Pate Evans Hall (venue used for ceremony and reception) | \$6800 |
| <input type="checkbox"/> ASC Alumnae combination for ceremony and reception combo (JTS Chapel and/or Evans) | \$5200 |

Rates for months of December (Campus holiday décor in interior/exterior of venues; cannot be removed or altered)

- | | |
|---|--------|
| <input type="checkbox"/> Letitia Pate Evans Hall | \$3700 |
| <input type="checkbox"/> Letitia Pate Evans Hall in combination with the JTS Chapel | \$6000 |
| <input type="checkbox"/> Letitia Pate Evans Hall (Alumnae rate for both spaces) | \$5000 |

(Note: REBEKAH SCOTT HALL will not be available due to renovation)

Effective October 16, 2017

REHEARSAL DINNER VENUES AND RATES

Anna Young Alumnae House, Alumnae House Tea Room (max seating 32)

\$800.00 (Alumnae Rate: \$400.00)

Outdoor Venues (rain location required)

Alumna rate	Ceremony	Reception	Ceremony + reception	
Anna Young Alumnae Garden (200)	\$1300	\$1500	\$2000	\$3000 (Includes grey folding chairs)
Science Center Quadrangle (150)	\$2000	\$2500	\$3500	\$5000
Trellis Garden (75)	\$1300	\$1500	\$1800	\$2900

EVENT ELEMENTS (services may apply)

- MINISTERIAL: Rev. Kate Colussy-Estes honorarium fee \$400
(The ASC Chaplain is available to conduct weddings but NOT required)
- Highboy tables (30" x 42") \$20 per table+ \$50 (set up/breakdown)
- Stage (16'x20') \$100

AUDIO VISUAL

- LCD Projector \$175.00
- Screen No charge
- Stereo system No charge
- Technician \$ 35/hour
- Podium/microphone No charge

CATERING MINIMUM: (includes F&B costs + fees for bartenders and servers)

- 150+ guests: \$7500.00
- 130-150 guests: \$5000

In house tables and chairs may be used at no additional costs. Rental rates apply to table and chairs and other event elements not in college inventory.

- Bartender (one bartender for every 75 guests) \$180 (4 hr block required; \$50 per additional hours)
- Public Safety Officer (required with alcohol) \$160 (4 hr block required; \$45 per additional hours)
- Carving Station attendant \$85 per attendant
- Servers (two servers complimentary) \$160 per server

ESTIMATED TOTAL AMOUNT DUE

\$ _____

Total rental fees:

\$ _____

Less **NON-REFUNDABLE** Deposit Paid (\$1,000 minimum deposit required to secure date)

(Received: _____)

\$ _____

Rental fees due after deposit received

\$ _____

Effective October 16, 2017