



LBC Funeral Fee Schedule Form

In an effort to provide adequate facilities/services for your upcoming event, please check all necessary spaces needed and return this form with check payable to Lebanon Baptist Church upon making reservations at the church.

OFFICE USE ONLY
Received by:
Date:
Date Paid:

Facilities

	LBC Member		Non-Member	
Use of Building -includes kitchen and two kitchen committee members	-		\$250.00	
Custodial Fees Includes opening, closing, and clean up.	-		\$50.00	

Total: -

Total: \$300.00

Technical/Music

Sound	-	<input type="checkbox"/>	\$50.00	<input type="checkbox"/>
Projection Design Fee (etc. picture slideshow)	\$100.00	<input type="checkbox"/>	\$100.00	<input type="checkbox"/>
Run projection during event	-		\$50.00	<input type="checkbox"/>
Video Recording Three camera recording delivered via digital file	\$300.00	<input type="checkbox"/>	\$500.00	<input type="checkbox"/>
Pianist Includes prelude and two special music pieces	\$-	<input type="checkbox"/>	\$100	<input type="checkbox"/>

Total: _____

Total: _____

Kitchen

Paper products				
For >50 attendees	-	<input type="checkbox"/>	\$20.00	<input type="checkbox"/>
For <50 attendees	-	<input type="checkbox"/>	\$60.00	<input type="checkbox"/>
Drinks				
For >50 attendees	-	<input type="checkbox"/>	\$25.00	<input type="checkbox"/>
For <50 attendees	-	<input type="checkbox"/>	\$75.00	<input type="checkbox"/>
Meat				
For >50 attendees	-	<input type="checkbox"/>	\$100.00	<input type="checkbox"/>
For <50 attendees	-	<input type="checkbox"/>	\$250.00	<input type="checkbox"/>

Total: _____

Total: _____

Cost Totals

Facilities Total:	
Technical/Music Total:	
Kitchen Total:	
Total Event Cost:	

Deposit/Payment Policy

All fees must be paid upon reservation of church facilities. Checks should be made to Lebanon Baptist Church and can be mailed to:

Lebanon Baptist Church
144 East Mulberry Street
Lebanon, KY 40033

Scheduling/Times Notice

If staffing cannot be secured within one day of the event, the Event Coordinator will be notified. None of these services can be guaranteed until staffing is secured.

Damage Policy

Any damage done to the church building, property, or furnishings by any guest or attendee of the event is the sole responsibility of the party responsible for the event. Any damage to the building must be repaired to the satisfaction of the trustees and facilities manager of Lebanon Baptist Church. Any furnishings missing or damaged must be replaced immediately. Final responsibility rests with the party responsible for the event.

Member Qualification

Lebanon Baptist Church membership applies to those who were current active member(s) of Lebanon Baptist Church. Extenuating circumstances as to an active member are at the discretion of the Lebanon Baptist Church Trustees.