

FACILITY HOURS OF OPERATION

Monday – Friday, 12PM-8PM

:: FACILITY RENTAL FEES ::

Groups may use JD Sims, the Gilbert House, and South Bend for meetings, workshops, staff training or retreats.

There is a four hour minimum to rent all facilities, excluding annual reservations.

Meetings

Tax Exempt Organizations \$25/hour

All Other Organizations \$50/hour

Receptions / Parties / Weddings

Tax Exempt Organizations \$300/day

All Other Organizations \$600/day

Monthly Meetings

(Annual Reservation Required)

Tax Exempt Organizations \$600/year

All Other Organizations \$1200/year

Surcharge Rates

For every 100 persons expected to attend an event, one facility staff member is required at \$25/hour

There is a \$100 refundable cleaning deposit for all events.