



Church of St. John & St. Philip The Hague

Ary van der Spuyweg 1
2585 JA Den Haag

☎ 070 355-5359

bookings@stjohn-stphilip.org
www.stjohn-stphilip.org

Members of Congregation – Application* to Hire Facilities

Description of event: _____

Date: _____

Name Renter: _____

E-mail: _____

(Mobile) Telephone: _____

IBAN number (for deposit/invoice use only): _____

Expected number of people in attendance: Church: _____ Hall: _____

To be hired	Rental Fees	From - to: (Include sufficient time for set/clear up)
Church (250 people max.)	€75 per hour	
Organ and organist	Flat rate €130 (2 hrs)	
Grand Piano - Church	Flat rate €25	
Sound system – Church	Flat rate €25	
Hall (270 max. standing reception, beamer included, sound system and use of piano included).	Per hour: €40 from 09.00-17.00; €50 from 17.00-23.00 OR	
	8-hour day €230 until 17.00/ 6-hour evening €250 until 23.00	
Kitchen	€15 per hour	
Lounge	Per hour: €15 from 09.00-17.00; €20 from 17.00-23.00	
Verger/host(ess)	Rates vary from booking to booking, necessary for bookings in the church	
Security Deposit**	€100	

* N.B.: This is an application form only, which we still need to approve. Once approval has been given, an invoice will be sent. Full payment is required in order for the booking to be confirmed.

**If applicable, deposit will be refunded soon after the event has been held.

I have read and will abide by the "2017 Guidelines for use of the Church and the Church Hall".

Renter's signature/date: _____ / _____

FOR OFFICE USE ONLY

APPROVED BY: _____

DATE: _____