



Jordan Station United Church

The United Church of Canada



Commercial Kitchen Rental Policy & Fees JANUARY 2023

Our Commercial Kitchen is clean and fully functioning to suit your baking or cooking needs.

Equipment: 4 - electric range/stoves, 2 - microwaves, 2 - triple sinks, a freezer, 2 - full size refrigerators, 50 cup coffee percolator, 3 - electric kettles and an industrial dishwasher.

Accessories: tea pots, china, cutlery, dish cloths, tea towels

- Size: 15' x 30'
- 5' x 11' Stainless steel island (includes both triple sinks)
- Annually inspected by Niagara Region Public Health

Daily rate	\$150
Up to four hours	\$80
Hourly rate	\$25
(For all uses must remove garbage and clean and return used dish cloths and tea towels.)	

Rental notes:

1. Church facilities are available between 9:00am and 10:00pm only.
2. A Rental Request and Agreement Form must be completed and signed.
3. Final decisions will rest with the Trustees board of Jordan Station United Church absolutely.
4. Any existing agreements may be amended at the discretion of the Trustees.
5. The Rental requestor must be on site for the duration of the event.
6. A Liability Insurance Certificate identifying Jordan Station United Church is required by the Renter and must be provided 7 days in advance of the function.
7. A refundable rental/damage/cleanup deposit of \$100 is required in advance.
8. If opening and closing is required, a \$25 fee must be paid to the volunteer doing so.
9. If a key is needed for multiple-use purposes, a \$50 cheque will be held by the Church Office, to be returned to the issuer when key is returned. Key-issued Form must be completed.

10. Set-up and take-down of tables, chairs, and/or other equipment is the renter's responsibility.

- The time for set-up and take-down is to be included in the rental time period (i.e. if an event is 1 hour but it takes ½ hour for set up and ½ hour for takedown, then the rental period is 2 hours)

Please note that the revenue Canada Act, under the Tax Treatment of Public Charities, section 02.184 demands that Jordan Station United Church, as a registered charity, require members and contributors pay the same honoraria, charges and fees as non-members and non-contributors, in order to retain Registered status as a Charity.

Fees for non-profit organizations may be altered or waived at the discretion of the Trustee Board of Jordan Station United Church. Each request for such will be considered on an individual basis and is not to be deemed precedent setting.