



Special Life Events – Ceremony only

Fees*

		Weekend	Weekday
<p>Sanctuary Package</p> <p>Ceremony space for up to 225 guests 3 hours (including your set-up and clean-up time)</p>	<p>Includes:</p> <ul style="list-style-type: none"> • Sanctuary • Library (for family) • Facility Coordinator • AV Coordinator • Rehearsal time** 	\$850	\$580
<p>Chapel Package</p> <p>Ceremony space for up to 90 guests 3 hours (including your set-up and clean-up time)</p>	<p>Includes:</p> <ul style="list-style-type: none"> • Chapel • Library (for family) • Facility Coordinator • Rehearsal time** 	\$500	\$350

**non-wedding events*

***1.0 hour rehearsal time to be scheduled in advance*

Extra Charges may include:

- Additional hours (\$100/hour)
- Additional Staff (\$250)
- Advanced Audio/Visual Support (\$250)
- Damages (as necessary)

Questions?
Clare Jacocks
301-493-8300 x210
roomreservations@cedarlane.org

Payments

Payments under \$1,000.00 will be made in full at time of booking.

Credit cards are not accepted.

Facility Coordinator: the FC's role consists of seating setup, lighting assistance, heating/AC adjustment, restroom issues, and general answers regarding the building.

AV Coordinator: Sanctuary rental requires a qualified sound technician from Cedar Lane. Duties include, mic setup, volume control, projection of video, connection of laptops (i.e. PowerPoint display)