



ST. PAUL'S EPISCOPAL CHURCH

P.O. Box 364, 209 W. Main Street, Sharpsburg, MD 21782
(301) 432-7098

Building Use Policy – St. Paul's Episcopal Church, Sharpsburg

Adopted by the Vestry of St. Paul's Church 02/19/2023

Worship at St. Paul's is under the control of the Rector. The Use of Buildings at St. Paul's is under the control of the Rector and overseen by the Vestry.

Building Use requests for one-time events are approved by the Rector, who may delegate logistical support to a member of St. Paul's. Building Use requests for regular, recurring use should be approved at the next regular Vestry meeting after the request is received.

There is no cost for Rites of the Church, including Holy Matrimony and the Burial Office, performed for members of St. Paul's (or people associated with St. Paul's) by the Rector.

The Rector's honorarium for Rites of the Church performed for non-members is \$350, this includes pre-marital counseling for non-members.

St. Paul's staff organist has the right of refusal to be the musician at any worship service at the church. The organist honorarium is \$250.

There is no cost to members of St. Paul's (or people associated with St. Paul's) for using buildings on Church property.

There is no cost to Community Organizations located within the town limits for using McKinley Hall or the Edwards Room

Community Organizations using the kitchen or technology in McKinley Hall should plan to make the suggested donation.

The suggested donation for using the Church building is \$100. Any worship service, Rite of the Church or religious ceremony occurring in the Church building must conform to the 1979 Book of Common Prayer. Any such event is at the Rector's discretion. Any clergy asked to lead or participate in such events, must be invited to do so by the Rector.

The suggested donation for using the McKinley Hall is \$100.

The suggested donation for using the Kitchen is \$100.

The honorarium for tech support is \$100.

If alcohol is served at events on St. Paul's property an equally attractive non-alcoholic option must be available. The person or organization who made the building use request is responsible for enforcing a two-drink maximum and following all related laws and regulations of the state of Maryland.