

Title: **Fees for Memorial Services**For revision history see last sheet

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**1.0 PURPOSE**

To define fees and honoraria payable for memorial services conducted at USNH or at outside facilities.

**2.0 APPLICABILITY**

- 2.1** The right of first refusal for officiating a memorial service goes to the settled minister. If a non-Unitarian Universalist officiant is approved by the settled minister, that person is responsible for ensuring that the memorial service is consistent with UU principles.
- 2.2** For current members, there is no fee for the minister to officiate. This also applies to memorial services for a member's immediate family (spouse/partner, child, parent, sibling). For hardship or other special circumstances, the fees for non-members may be reduced or waived at the discretion of the Minister.
- 2.3** Refer to the revision history to determine the most recent update. Fees may be increased from time to time, requiring changes to maintain the currency of this document.

**3.0 FEES PAYABLE TO USNH FOR USE OF USNH FACILITIES AND SERVICES****3.1 Rental of Space**

	<b>Members</b>	<b>Non-Members</b>
Sanctuary (2 hour minimum)	\$75/hour	\$125/hour
Social Hall, including kitchen (2 hour minimum)	\$50/hour	\$100/hour
Outside area only	\$25/hour	\$50/hour
Interment of ashes in the Memorial Garden	—	Not applicable
Sexton	—	\$21/hour (rental time + 1hr setup/cleanup)

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**3.2 Order of Service**

	Members	Non-Members
Design and in-house printing (up to 100 copies)	—	\$60/hour
Multipage or other OOS that requires outside printing	Cost of printing	Cost of printing

**4.0 HONORARIA PAYABLE TO INDIVIDUALS****4.1 Minister** – For members: free. For non-members: \$400.**4.2 Pianist** – \$200**5.0 SOUND AND TECHNICAL SUPPORT****5.1** There is no charge for the use of simple voice amplification in the sanctuary.**5.2** If additional assistance is required to play music, make a recording, or set up additional microphones in the sanctuary or in the social hall, the fee is \$150. If the required technician time exceeds 90 minutes, additional fees will be billed at the same rate for each 90 minutes or portion thereof.**REVISION HISTORY**

Rev	By	Date	Changes Made
1	J. Marsh and J. Hill	02/03/2020	Initial draft.
A	Management Team	03/25/2020	Final Review and Approved Initial Release
B	L. Ulrich	04/27/2021	Updated fee schedules; clarified 2.1 for members
C	L. Ulrich	03/17/2022	Added right of first refusal and fees for outside area