



You will be renting space in buildings recognized by the National Register of Historic Places – because of their age and significant history, we place conditions on rental contracts with the aim of preserving these buildings for use by future generations. SCHF complies with all state regulations regarding the sale and use of alcohol (see policy statement in contract).

1885 Auditorium & Stage and 1868 Chapel/Convent – All Auditorium and Chapel/Convent rentals require a \$300 deposit at the time the contract is signed. The deposit is in addition to the rental fee, but the full \$300 deposit is refundable if the property is returned in the condition it originated. In the event of a cancellation, the deposit is not refunded. All rental fees are due one month prior to the rental date.

1. **General Function with Auditorium** (such as lectures, exhibits, theater, and other non-catered events)  
\$700, eight hours; \$300 deposit; \$100 for each additional hour
2. **Reception with Auditorium** (such as weddings, proms, reunions, dances, banquets, or other catered events)  
\$1,200, eight hours for the event (including a 2 hour set-up time immediately prior to the event); \$300 deposit (refundable); \$100 for each additional hour; Access to the property for decorating, set-up during the Centers normal operating hours the working day prior to the event at no additional charge with prior notification **IF** property is not in use for an SCHF function
3. **Wedding and Reception with Auditorium using one or both courtyards**  
\$1,600 eight hours for the event (including a 3 hour set-up time immediately prior to the event); \$300 deposit (refundable), \$100 for each additional hour; Two hours rehearsal time the evening prior to the wedding; Access to the property for decorating, set-up during the Centers normal operating hours the working day prior to the event at no additional charge with prior notification **IF** property is not in use for an SCHF function
4. **Wedding and Reception with Chapel/Convent**  
\$800 eight hours for the event (including a 3 hour set-up time immediately prior to the event); \$300 deposit (refundable), \$100 for each additional hour; Two hours rehearsal time the evening prior to the wedding; Access to the property for decorating, set-up during the Centers normal operating hours the working day prior to the event at no additional charge with prior notification **IF** property is not in use for an SCHF function
5. **Wedding and Reception with Chapel/Convent and Auditorium**  
\$1,900 eight hours for the event (including a 3 hour set-up time immediately prior to the event) \$300 deposit (refundable), \$100 for each additional hour; Two hours rehearsal time the evening prior to the wedding; Access to the property for decorating, set-up during the Centers normal operating hours the working day prior to the event at no additional charge with prior notification **IF** property is not in use for an SCHF function

1937 School Building Classrooms – Classrooms are available to rent for meetings, workshops, seminars, lectures and other similar functions. Classrooms are not available for parties or receptions. All classroom rentals require a \$50 deposit at the time the contract is signed. The deposit is in addition to the rental fee, but is completely refundable if the property is returned in the condition it originated.

- **General Function** - \$150 for four hours or less, \$30 for each additional hour

**ALL RENTALS WILL INCLUDE USE AND SET UP OF TABLES AND CHAIRS IF LAYOUT IS TURNED INTO SCHF OFFICE ONE WEEK PRIOR TO EVENT. ALL OTHER SET-UP IS THE RESPONSIBILITY OF THE RENTER. It is the responsibility of the renter to supply security for their event.**

All-day rentals may be arranged on an individual basis; for more information or any other questions, please call the Southern Cultural Heritage Center office at (601) 631-2997 or email [info@southernculture.org](mailto:info@southernculture.org).