

ST. FRANCES CABRINI HALL RENTALS

Costs—

- MOTHER CABRINI COMMUNITY CENTER - Rental Charge: \$325 for parishioners, \$425 for non-parishioners. The Mother Cabrini Community Center can comfortably accommodate up to 120 people seated at tables. The kitchen and pavilion are normally included in the rental of the Mother Cabrini Community Center. The two classrooms within the building are not.
 - FRANCESCA HALL – Rental Charge: \$1000 for parishioners, \$1200 for non-parishioners. Francesca Hall can comfortably accommodate up to 400 people seated at tables. The kitchen is normally included in the rental of Francesca Hall.
 - Non-refundable reservation deposit of \$50 applied to rental charge.
 - Contract / damage deposit \$200 – refunded within two weeks if there is no damage to the facility and/or violation of the rental agreement.
 - Special events liability coverage insurance of \$25 paid separately to the Archdiocese of Galveston-Houston.
 - One uniformed police officer per 100 people in attendance at \$25/hour for the entire event.
- Alcoholic beverages are permitted in moderation at adult functions. Alcohol beverages are not permitted at any youth functions, including Quinceañeras.
- A Ministry Representative will be in the hall during the entire time of your function to address any questions or situations that arise.
- Early entry times can be arranged to allow for decorating.
- Tables and chairs will be set up by the Hall Rental Ministry as per the tenant's instructions.
- Use of the parish's pantries are not included with hall rental.
- The tenant is responsible for picking up, bagging, and removing all of the trash, wiping off the tables, mopping up any spills, and leaving the kitchen in the condition it was found.

Procedure –

- Check the parish scheduler to determine if the hall is available on the date desired. If the hall is available, contact a Hall Rental Ministry rental agent to complete a reservation form, pay the deposit, review and complete a contract.

Rental Agents: Jacinto & Rosie Gonzales - 281-922-0724
Terry McKee – 281-648-8614