

# Western Michigan University

## *Kanley Chapel Rental Rates*

### Office Rates (Effective 11/15/2018)

<b>Affiliate Only</b>	<b>Monthly</b>	<b>Six Months</b>	<b>Twelve Months</b>
Office Rental	\$90	\$540	\$1080
Office #1070	\$120	\$720	\$1440
Half Office Rental	\$45	\$270	\$540

Office space is billed in 6-month increments.

July 1 – December 31

January 1 – June 30

### Room Rates (Non-Wedding Events)

<b>Group</b>	<b>Upper Chapel</b>	<b>Social Room</b>	<b>Dialogue Rm.</b>	<b>Kitchen</b>
RSO	\$25 Starting May 1, 2024: \$50	No Charge	No Charge	No Charge
University Affiliate	\$150	\$75	\$75	\$30
Community	\$250	\$125	\$125	\$30

All requests must be made at least 2 business days prior to the request date. Requests may not be confirmed without at least 2 business days' notice.

Failure to request more than 2 business days in advance for the Upper Chapel will result in an additional \$50 charge. Requests can be made for a maximum of 3 hours. Space can be reserved longer for an additional fee.

### Room Rates (Weddings)

<b>Wedding</b>	<b>Upper Chapel</b>	<b>Social Room</b>	<b>Dialogue Rm.</b>	<b>Kitchen</b>
University Affiliate	\$300	Included	Included	Included
Community	\$400	Included	Included	Included

Wedding rate includes 3-hour rental for rehearsal in the Upper Chapel the evening before the ceremony.

Wedding rate includes 6-hour rental for all spaces in Kanley Chapel the day of the ceremony.

Space can be reserved longer for an additional fee of \$50 per hour.

### MISCELLANEOUS

Clean-Up Fee	\$40
Keys (Office, Mailbox, etc.)	\$10/each
Re-core Office Door	\$50
MI Sales Tax	6%

\*Affiliates are WMU students, RSOs, faculty, staff, departments, and alumni. Alumni may be asked to provide proof of alumni status.

**Rates subject to change without notice.**

**Updated February 2024**