



THE UNIVERSITY OF THE WEST INDIES
 MONA, JAMAICA, WEST INDIES
UNIVERSITY CHAPEL

Location: Corner of Gibraltar Camp Road & Ring Road (opposite the Old Dramatic Theatre)
Tel: 1 (876) 935-8317/8540/8301 **Whatsapp:** 1 (876) 389-3577
Email: chapelbookings@uwimona.edu.jm

CHAPEL USER FEES

SCHEDULE A

Effective: August 1, 2021

	WEDDINGS /VOW RENEWALS	FUNERALS /MEMORIALS ¹	CONCERTS /RECITALS ²	SPECIAL SERVICES ³	CHRISTENINGS/ BAPTISMS ⁴
USER CATEGORY	JA\$	JA\$	JA\$	JA\$	JA\$
Non-UWI Individuals	35,000	31,000	47,000	24,000	24,000
DISCOUNTED INDIVIDUAL RATES					
UWI Students	30,000	27,000	38,000	20,000	20,000
UWI Staff Members	32,000	28,000	42,000	21,500	21,500
Members of Major UWI Boards/ Committees					
Current Members of the University Singers/Chorale					
Friends of the Chapel (Donors)					
UWI Alumni	33,000	29,000	44,000	22,000	22,000
Other UWI Affiliates	34,000	30,000	45,000	23,000	23,000
DISCOUNTED GROUP RATES					
UWI Student Groups	-	-	37,500	19,000	-
Other Student Groups (Non- Profit)	-	-	37,500	19,000	-
Church Groups (Non-Profit)	-	-	47,000	24,000	-
Church Groups (Profit)	-	-	40,000	20,000	-
Other Groups (Non-Profit)	-	-	40,000	20,000	-
NORMAL GROUP RATES					
Other Student Groups (Profit)	-	-	40,000	20,000	-
Other Groups (Profit)	-	-	47,000	24,000	-

**The above are the standard user rates for the Chapel. They include the REFUNDABLE Late Fee, Facility Rental Fee, cost for cleaning, restroom supplies, and the provision of 2 unarmed security guards for between 2-5 hours. The non-refundable Booking Fee or Equipment Fees are NOT included.*

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SCHEDULE B

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RENTAL FEES	JA\$
Facility Rental Fee*	750/hr - 2,000/hr
Booking Fee (Non-Refundable)	3,000
Late Fee (Refundable)*	6,000
Rehearsal Fee/Additional Time	4,500/hr
Photography Only ⁵	6,000/hr
Video-shoot/Filming Only ⁵	10,000/hr
Car Park Only	13,000 (max. 4hrs)
Folding Plastic Chair	200 ea.
Table	500 ea.
Table Cloth	500 ea.
Potted Palms	300 ea.
Outdoor Speaker Box	1,000

SERVICE FEES	JA\$
Cleaning Fee*	3,000/hr
Security*	600/hr/guard
Officiant/Marriage Officer**	6,000 - 20,000

EQUIPMENT FEES	JA\$
Organ***	30,000
Grand Piano (tuning charges included)	14,000
Upright Piano	6,000
Special Tuning****	14,000

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FEE SCHEDULE NOTES

SCHEDULE C

EVENT TYPES

- ¹ Persons using the Chapel for funerals are encouraged to contribute to the Chapel Restoration Fund/Organ Repair Fund.
- ² The Concert/Recital User Fee are for half-day concerts only. Persons wishing to access the Chapel for **BOTH** the morning and afternoon periods will be required to pay double the user fee reflected.
- ³ Special Service charges apply in instances where the individual or group wishes to have a Sunday service for a celebratory activity such as Founders Day, Anniversaries, Hall Week, etc. outside of a regular Sunday Service. The Officiant Fee is already included in the rates.
- ⁴ Christening/Baptism done outside of a regular Sunday Service. The Officiant Fee is already included in the rates.
- ⁵ Photography and Video-Shoot/Filming Fees includes the provision of ONE unarmed security guard for the safety of our clients. The rate may be negotiated depending on the size and nature of the activity.

OTHER FEES

*** Mandatory Event Fees**

**** Officiant/Marriage Officer Fee** is a mandatory for Special Services & Christenings/Baptisms. However, it is already included in the user fees for both activities. For all other activities such as Weddings/Vow Renewals and Concerts/Recitals, a separate fee has to be paid.

***** Provision for an Organist is also included in this fee.** Due to the high cost of maintaining the organ ONLY organists on the approved list presented by the University are allowed to play the organ.

****** Special tuning of the Organ/Upright Piano requested by the client.**

Further details on the Chapel user categories and the activities permitted at the venue can be found in the Chapel User Guidelines.

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