Holy Face of Jesus Parish Rental Guidelines

November 2026

Holy Face of Jesus Parish and its previous parishes never had guidelines for renting parish spaces. The goal of these guidelines is to provide information and clarity for parishioners who wish to utilize parish buildings for their personal events. Please keep in mind that our parish is not a rental venue. We are not able to provide the same amenities or flexibility as professional rental venues. We don't have a weekend custodial team to make quick turnarounds on our buildings.

The following areas are available for rent:

- Immaculate Conception Church Basement
- St. Joseph Hall located in the Parish Life Center (big room)
- St. Joseph Adult Room located in the Parish Life Center (small room)
- St. Joseph Teen Room located in the basement of the Parish Life Center
- St. John Hall
- St. Lawrence Hall

Our facilities can be reserved six months in advance, the exception being for wedding rehearsal dinners at our parish. As soon as a wedding is booked at our parish, the couple can reserve a room the evening before the wedding for a rehearsal dinner.

Registered parishioners can rent our facilities. Other members of the community are not able to rent.

When renting a parish facility for a private event, renters will be asked to sign a contract, provide proof of insurance, and provide a security deposit.

The renters will be expected to clean up after their event which involves sweeping the floors, cleaning tables, returning tables and chairs to their original location, and taking all trash to the dumpster. Instructions for each specific location will be provided with the contract and posted in the kitchen at each building.

At St. Joseph Hall, Adult Room, and Teen Room, the maintenance team will move tables and chairs because the large round tables and stacks of ten chairs can be difficult and dangerous to move.