

SUBUD GREATER SEATTLE MEETING CENTER 15TH AND SPRING IN CAPITOL HILL

A MEETING PLACE



This small and charming historic Dutch colonial meeting center with 1,600 sq. ft. of meeting space is located near the top of Capitol Hill just a few blocks from Seattle University and close to downtown Seattle. Originally the main house was built as a residence in 1901. The home was purchased in the late 1930's by the Lutheran Church and a small Chapel and a reception hall below and kitchen were added. It was purchased by its current owner Subud Greater Seattle in 1974. The building has been renovated extensively in the past few years. A small park is also located directly across the street with play equipment for children. Transportation access is available on Madison.

The center has two main halls, a Chapel and Reception hall below. This makes for a perfect space for a small wedding with a reception. A patio can be used for a small reception. A kitchen is available to caterers off the reception hall and on the main floor. All parking is on-street parking. There also several guest rooms that can be booked for changing rooms for the bridal party and an overnight stay. There are two small break out rooms including a cozy Living Room and a upstairs Lounge.

The site is owned by Subud Pacific Northwest and is an international interfaith association with members from all religions who practice a worship experience called the "latihan" which means exercise. The Subud World Association has a strong commitment to a better world and its members are active in education, charitable works, health and culture with many projects throughout the world. Its humanitarian organization Susila Dharma has projects in many countries and is a NGO of the U.N. The building has been their main Seattle center since 1974.

To book the center email: Hadidjah Gregory, hadidjahgregory@msn.com or call 425-641-6725

<http://www.subudgreaterseattle.org>

**Subud Greater Seattle Center
Hall Rental Fees
(rates as of 10/1/2007)**

Contact: Hadidjah Gregory at 425-641-6725 for information.

Chapel:



(Chapel seats 80 people on either stack chairs and/or pews theater-style. The Chapel seats 35 people classroom style.) The room is 750 sq. ft. with a stage. (No disabled access to this chapel.) 4 – 6' tables come with room additional tables must be rented.

\$75 per hour first 3 hours (3 hour minimum) or \$225.00

\$25 per hour each additional hour

Cleaning Deposit of \$250 holds the room and is refundable 7 days from event after inspection. If food is served a carpet cleaning fee of \$100 may be withheld.

All day use of Chapel from 8 am – 10 pm \$500 per day.

Fees paid by check or cash in advance of rental unless special arrangements made. Full refund is given if 15 days notice of cancellation given. After 15 days the damage deposit is retained of \$250.

Reception Hall:



(Hall seats 80 people at 8 – 10 person rounds for a banquet. This room has a kitchen. The kitchen is for heating food; not licensed for food preparation. We have 4 – 6' rectangular tables on site. We have 100 new stack chairs on site.) The room is approximately 800 sq. ft. with a small stage. No amplification is installed. Disabled access ramp available to this room.

Cleaning Deposit of \$250 holds the room and is refundable 7 days from event after inspection. If food is served a carpet cleaning fee of \$100 may be withheld.

Rental Fees: \$50 per hour first 3 hours (3 hour minimum) or \$150.00

\$25 per hour for each additional hour.

Kitchen use is an additional \$10 per hour. Kitchen must be left cleaned.

All day use from 8 am – 10 pm \$300 per day.

Discounts are given to non-profit organizations.

A Certificate of Insurance must be supplied holding Subud Pacific Northwest harmless before event can be held.

No AV equipment is onsite.