



St. Richard's Episcopal Church
5151 Lake Howell Road, Winter Park, FL 32792
407.671.4211 www.strichards.org

Updated 10/16/2022

St. Richard's offers flexible spaces for people, families, and organizations to hold a variety of events. St. Richard's also partners with community organizations and entrepreneurs that align with our mission on a membership basis.

Event Space

Parish Hall \$100 per hour
Kitchen \$100 per hour

The Hall includes 15 round tables, 10 long tables, 8 small tables, 120 chairs, and 2 large serving tables. The Kitchen includes a fully stocked commercial-grade kitchen with cookware, serving pieces, table settings, glassware, coffee pots, etc.

Sanctuary \$100 per hour
Memorial garden/outside grounds \$100 per hour

Setup/tear-down cost \$150 for small event (less than 75 people, less than 4 hours, one venue)
\$300 to \$500 for large event (more than 75 people, more than 4 hours, multiple venues)

Access 30 minutes prior to rental time

Deposit 50%
Cancellation cost Deposit if within 60 days; 50% deposit over 120 days

Individual rooms

Conference Room \$25 per hour
Seats 10 to 20, video and conference call capabilities are included

Other rooms \$10 per hour

Membership Spaces (for longer term)

Membership with St. Richard's includes dedicated spaces (with wifi and utilities included) as well as onsite support and community.

Monthly \$400 to \$1200 depending on size

- Large rooms (approximately 325 to 400 sq ft) \$1200
- Medium size rooms (approximately 250 sq ft) \$1000
- Small room (approximately 160 sq ft) \$800
- Storage/reception rooms (approximately 80 sq ft) \$600
- Subdivided space within rooms (approximately 50 to 60 sq ft) \$400

*All costs subject to change