

Rental Space

It is our desire that the Door Creek Church (DCC) facility be used to the greatest extent possible by the ministries of the church, its members, regular attendees, and surrounding community or neighborhood groups in order to achieve our mission of joining God in changing people into devoted followers of Christ who change the world with His love. Our facility is a place for the community to gather primarily focusing on the areas of education, health services, moments of transition (weddings & funerals) and leadership development.

Renting a Space

Submittal:

- We want to be able to serve you well and meet all the needs for your event. In order to do so, we suggest submitting a Facility Rental Form, ideally no less than 45 days and no more than one (1) year prior to the event date. For weddings, we suggest submitting your applications, both bride and groom submit their own, no less than six (6) months from the date of your wedding. If your date is over a year away, your date will be temporarily held on our church calendar until it is one year out. At that time you will be contacted by DCC to confirm you still intend to be married at DCC or by a DCC Pastor at a different location.
- The Facility Rental Form and/or wedding applications both convey an interest only. You will not be contractually obligated until you are approved and a Facility Rental Agreement is submitted along with the necessary payment.

Approval:

- Within five (5) business days of Door Creek Church receiving your either your Facility Rental Form or wedding applications, you will receive a response letting you know whether or not your date is available. If for some reason you do not receive a response, please contact Cheryl at cmcnamee@doorcreekchurch.org.
- For weddings once your applications are received and the availability of your date is confirmed you will be contacted by Cheryl to set up an initial meeting with her. At or after the meeting if it is still your intention to be married at DCC or by a DCC Pastor at a different location, a wedding contract will be executed and deposit paid. Once DCC is in receipt of this information your wedding date will be confirmed and unavailable to any other interested parties.

CAPACITIES & RENTAL RATES (Information to help determine the best space for your event)

Door Creek Church members and regular attendees will receive a 25% discount. Regular attendees for this purpose are defined as those who attend services on a regular basis and have been engaged either in a small group or by serving.

Sprecher Road Campus, 6602 Dominion Drive, Madison, WI 53718

Upper Level

- **Auditorium**
 - 9,050 square feet
 - 600 auditorium style seating
 - Recommended for events with a speaker
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 1:00 pm, and Sunday after 1:00 pm until 10:00 pm.
- **Chapel**
 - 2,786 square feet
 - 250 auditorium style seating
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 3:00 pm (for wedding ceremony and reception) or until 4:00 pm (for wedding ceremony only) , and Sunday after 1:00 pm until 10:00 pm.
- **Auditorium Atrium**
 - 5,206 square feet
 - 100 auditorium style seating or 12 rounds
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 1:00 pm, and Sunday after 1:00 pm until 10:00 pm.
- **Chapel Atrium**
 - 9,730 square feet
 - 250 auditorium style seating or 30 rounds
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 3:00 pm, and Sunday after 1:00 pm until 10:00 pm.
- **Activity Center**
 - 4,300 square feet
 - 200 auditorium style seating or 24 rounds
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 3:00 pm, and Sunday after 1:00 pm until 10:00 pm.
- **Family Room** (Room 200)
 - 550 square feet
 - 50 auditorium style seating or 5 rounds
 - Available Monday through Thursday until 10:00 pm, Friday until 9:00 pm, Saturday until 3:00 pm, and Sunday after 1:00 pm until 10:00 pm.
- **Prayer Room** (Room 202)
 - 360 square feet
 - 20 auditorium style seating or 2 rounds

Lower Level

- **Quad 2** (Room 113)
 - 1,133 square feet
 - 75 auditorium style seating or 7 rounds
- **Quad 4** (Room 111)
 - 1,133 square feet
 - 75 auditorium style seating or 7 rounds
- **Large Meeting Room** (Room 108)
 - 2,320 square feet
 - 150 auditorium style seating or 12 rounds
- **Small Meeting Room** (Room 107)
 - 210 square feet
 - 10 auditorium style seating or 1 rounds
- **Center Meeting Room** (Room 110)
 - 945 square feet
 - 60 auditorium style seating or 6 rounds
- **West Meeting Room** (Room 103)
 - 1,080 square feet
 - 65 auditorium style seating or 8 rounds
- **West Meeting Room** (Room 105)
 - 1,080 square feet
 - 65 auditorium style seating or 8 rounds
- **Stairwell Meeting Room** (Room 112)
 - 1,100 square feet
 - 60 auditorium style seating or 6 rounds
- **Lower Fireside** (Room 101)
 - 712 square feet
 - 50 auditorium style seating or 6 rounds
- **The Refuge** (Room 106)
 - 3,224 square feet
 - 250 auditorium style seating or 15 rounds

The following information may be helpful as you plan your event:

- Round Tables can seat 6 to 8 each
- Additional charges for special setups and will be determined by the specifics of your event.
- Additional tech support fees may be charged and will be determined by the specifics of your event.
- Additional charge for use of Main Kitchen

Apply Now:

- If you are planning your wedding, please complete and submit a Wedding Application for Bride and a Wedding Application for Groom. All other users should complete and submit a Facility Rental Form.

Questions?

If you have questions, need more information, or would like to see our space please contact Cheryl McNamee at 608.222.8586 ext. 248 or cmcnamee@doorcreekchurch.org.