

MAIN LIBRARY RENTAL PRICE SHEET



MAX CAPACITY

	CLASSROOM STYLE	THEATER STYLE
McMaster Center	225	322
Large Glass Community Room	108	235
Large Glass Community Room, plus Annex		286

AVAILABLE HOURS BY CATEGORY (time must include set up and tear down)

	STANDARD RENTAL HOURS	EXTENDED RENTAL HOURS	ADDITIONAL RENTAL HOURS
Hours	M - F 9 a.m. - 5 p.m.	M - F 5 p.m. - Close (30 min. before)	Before & after listed hours
		Saturday 9 a.m. - 5 p.m.	

RENTAL RATES (minimum of 2 hours, billed at each 30 minute increment)

	RENTAL PER HOUR DURING STANDARD HOURS	RENTAL PER HOUR DURING EXTENDED HOURS	RENTAL PER HOUR DURING ADDITIONAL HOURS
McMaster Center	\$275	\$325	Please inquire
Large Glass Community Room	\$200	\$250	Please inquire
Large Glass Community Room, Plus Annex	\$275	\$325	Please inquire

GOVERNMENT AND NON PROFIT (501c3 IRS Letter must be on file) RENTAL RATES (billed at each 30 min increment)

	RENTAL PER HOUR DURING STANDARD HOURS	RENTAL PER HOUR DURING EXTENDED HOURS	RENTAL PER HOUR DURING ADDITIONAL HOURS
McMaster Center	FREE	\$50	Please inquire
Large Glass Community Room	FREE	\$50	Please inquire
Large Glass Community Room, plus Annex	FREE	\$50	Please inquire

ADDITIONAL FEES (as determined by the Library)

	PRICE PER HOUR
Custodial Services (<i>beyond basic room setup</i>)	\$105
Security Services (per officer)	\$55
Technology Support (required for McMaster, maybe required for other areas)	\$60

EQUIPMENT FEES (All rentals includes a podium without live microphone)

	PRICE PER EACH
Easle	\$5
Additional 8' tables (<i>beyond standard room count</i>)	\$10
Additional podium	\$15
Additional chairs (<i>beyond standard room count</i>)	\$2
Stanchions	\$10
Projector/screen	\$50
Microphone	\$25
Kitchenette use	\$75