

# MAIN LIBRARY RENTAL PRICING

## Available hours (Time must include set up and tear down.)

Main Library open hours	Additional rental hours
M - Th   9 a.m. - 8:30 p.m.*	Before and after listed hours
F - Sa   9 a.m. - 5:30 p.m.*	

\*Scheduled programming must conclude 30 minutes before close; renter must be completely out by close, otherwise additional rental fees will be charged.

## Capacity

Rentable locations	Standard capacity	Max capacity*
McMaster Center and Lobby	225 seats (1 table and 4 chairs)	312
Large Glass Meeting Room	100 (100 chairs/18 tables)	200 (200 chairs/30 tables)

\*Additional fees will apply

## Rental rates (Minimum of two hours, billed at each 30 minute increment.)

Rental locations	Rental per hour during open hours	Rental per hour during additional hours
McMaster Center and Lobby	\$275	\$500
Large Glass Meeting Room	\$275	\$500

## Government and nonprofit rental rates

(Billed at each 30 minute increment, 501c3 IRS letter must be on file.)

Rental locations	Rental per hour during open hours	Rental per hour during additional hours
McMaster Center and Lobby	Free	\$500
Large Glass Meeting Room	Free	\$500

## Equipment fees (All rentals include a podium with mounted microphone.)

Easel	\$5
Additional 8' tables (beyond standard capacity)	\$10
Additional chairs (beyond standard capacity)	\$2
Stanchions	\$10
Kitchenette use	\$75
Coffee (per 50 people)	\$35

## Additional fees (As determined by the Library.)

	Price per hour
Custodial services (cleaning and beyond basic room setup)	\$105
Security services (per officer)	\$65
Technology support	\$60

toledolibrary.org  
419.259.5200  
National IMLS Medal Winner



Nov. 2024