

Building Rental Rates:

Front Room Only	Member Rates Hourly	Non-Member Rates Hourly	Member Rate Full Day	Non-Member Full Day
Private	\$10	\$12	\$120	\$144
Charity or Civic	\$9	\$11	\$108	\$132
Commercial	\$10	\$12	\$120	\$144

Front Room & Kitchen	Member Rates Hourly	Non-Member Rates Hourly	Member Rate Full Day	Non-Member Full Day
Private	\$12	\$14	\$144	\$168
Charity or Civic	\$11	\$13	\$132	\$156
Commercial	\$13	\$15	\$156	\$180

Back Room Only	Member Rates Hourly	Non-Member Rates Hourly	Member Rate Full Day	Non-Member Full Day
Private	\$16	\$18	\$192	\$216
Charity or Civic	\$14	\$17	\$168	\$204
Commercial	\$18	\$20	\$216	\$240

Back Room & Kitchen	Member Rates Hourly	Non-Member Rates Hourly	Member Rate Full Day	Non-Member Full Day
Private	\$20	\$22	\$240	\$264
Charity or Civic	\$18	\$20	\$216	\$240
Commercial	\$22	\$24	\$264	\$288

Entire Downstairs	Member Rates Hourly	Non-Member Rates Hourly	Member Rate Full Day	Non-Member Full Day
Private	\$27	\$32	\$324	\$384
Charity or Civic	\$24	\$27	\$288	\$324
Commercial	\$32	\$37	\$384	\$444

- All rentals must pay a **security deposit** upfront that will be refunded after the event if the space is left clean and undamaged. See the security deposit sheet on next page for details.
- We also offer separate **discounted rates** for ongoing ventures and monthly rentals. Ask the Building Manager for more information if you are interested in renting a space for a more extended period than a few days.

Security Deposits

SECURITY DEPOSIT

A security deposit is required for **two purposes**:

1. To secure a reservation.
2. To provide the center with recompense in the event of damages or excessive wear that may occur as a result of a renter's event or activity.

SECURITY DEPOSIT RATES

• <u>Front Room, only</u>	\$100
• <u>Kitchen, only</u>	\$100
• <u>Front Room & Kitchen</u>	\$200
• <u>Back Room, only</u>	\$200
• <u>Back Room & Kitchen</u>	\$300
• <u>Entire Downstairs</u>	\$500

Hosting a re-occurring event or activity – such as group meetings, classes, etc.?

The security deposit is a **one-time** charge that can be refunded upon request at the conclusion of a series of rentals. *Note, if a security deposited is refunded, then a new deposit will be required for future rentals.

Security Deposit Refund

- Security deposits will be refunded the following CCC-business day (Tues. & Thurs.).
- The refund will be mailed to the billing address, unless otherwise instructed.
- The CCC Building Manager will contact the renter to discuss any potential deductions to the refund, for damages or excessive wear.
 - Note: Violation of the CCC's no-drugs, no-alcohol policy invariably results in excessive wear, requiring additional time to clean the building, and will result in withholding the entire security deposit refund. Please respect your community center's facilities and family-friendly policies.

PAYMENT OF RENTAL FEES

- **Payment is due seven (14) days before the scheduled rental**, or immediately, if the rental is scheduled on short notice.
- Recurring rentals will be invoiced and paid monthly.

CANCELLATIONS

- Security deposits and rental fees will be refunded in-full in the event of a cancellation, minus the reservation fee.