Determining factors for charging rent for the use of the facilities

There will be no charge for anyone requesting use of the facilities during normal operating hours (Monday – Thursday 8:00am to 8:00pm Friday 8:00am to 4:00pm) with the exception of activities that will require cleanup of the facilities that go beyond normal operation. This may include high volume of people, food brought in to the building, or activities that have the potential to leave behind abnormal clean up.

There will be a rental fee imposed anytime there is a request to use the building outside of the normal operating hours of the College. The charges will be based on the following criteria: type of use of the building, length of time the room(s) will be needed, how many rooms, and how many people that will be attending.

- Less than 50 people = $50 for 4 hours and $100 for 8 hours.
- 50-150 people = $100 for 4 hours and $200 for 8 hours.
- 150+ people = $150 for 4 hours and $300 for 8 hours.
- Any additional rooms will be $30 per room

This is basically to recuperate our operation costs.

There may be additional fees based on food brought in to the building or activities that have the potential to leave behind abnormal clean up.

It is encouraged that the facilities will be reserved 1 month in advance for all reservations outside of normal operating hours. We hold the right to refuse anyone the use of the facilities.