

Rental Rates for Private/Comm	ercial Groups and	Not for Profit	January,	2023
SET UP & TAKE DOWN	Table & Chair Setup -   Less than 59 pers		<b>\$45.00</b> sons	
COFFEE - TEA - JUICE - PASTRIES - SERVICE				
Selection of Teas, Coffee & Water		Per Person	\$2.00	
·	Two - Set ups	Per Person	\$2.80	
	Three - Set Ups	Per Person	\$3.75	
Juice Service				
Apple, Orange or Cranberry	Per Pitcher of Jui	ce	\$7.00	
Muffins, Pastries, Cookies, or Frui (One Piece Per Person)	t	Per Person	\$3.00	
LINENS AND DISHES				
Tablecloths - per tablecloth			\$5.00	
Place Setting - cup & saucer, dinner plate, Knife, Fork, Spoon			\$5.00	
Dinner Plate			\$0.50	
Side Plate			\$0.50	
Bowl			\$0.50	
Water Glass			\$0.50	
Wine Glass			\$0.50	
Bar Glass			\$0.50	
Coffee Cup			\$0.45	
Cutlery -Per Piece			\$0.25	
Coffee Cambro			\$9.00	
Audio Visual & Technical Equipment				
Podium / Leturn			N/C	
Screen ( in meeting rooms equipped with fixed screens)			N/C	
LCD Projector			\$25.00	
TV			N/C	
Microphone			\$20.00	
Extension Cord / Power Bar			N/C	
High Speed Internet Wireless			N/C	
Office Photo Copies	F	Per Page Copy	0.25	

<sup>\*</sup> RENTAL RATES ARE SUBJEST TO CHANGE WITHOUT NOTICE