



Classroom Rental Rate (Medium, Large)

	<i>Reg Hours*</i>	<i>After Hours^</i>
Rental Fee per block (1- 1/2 hours)	\$20, \$25	\$45, \$50
Holiday Fee**	N/A	\$55, \$60

* Regular Hours: Monday- Thursday 8 a.m. to 9 p.m.; Friday 8 a.m. - 5 p.m.; Saturday 8 a.m. - 3 p.m. (Sundays closed)

** Holidays and 3 day holiday weekends

^If rental includes any time outside of regular hours then entire rental is charged the after hours rate

Rental Guidelines

1. Reservation must be made at least 7 days in advance (if space is available, shorter notice may be considered)
2. Reservations may be made up to 6 months in advance
3. No more than 1 rental per week (up to 2 blocks/3 hrs.)
4. Payment Due: Due upon reservation
5. Must be rented by block (no split blocks)
6. Renters must setup and return to original setup; other furniture may be brought in by pre-approval by PARD

Cancellations & Refunds

1. No refunds but reservation can be moved 1 time if canceled at least 30 days prior to event
2. Moved reservation must be within 6 months of current reservation and must be scheduled at time of cancellation