

Environmental Services Building Facility Rental 2012 Rates



WEEKDAYS		Day Rates	Evening Rates	
ROOMS (CAPACITY)	Damage Deposit	MON-FRI 7am-5pm (2 hour min) Hourly Rate	MON-THURS 5pm-10pm (2 hour min) Hourly Rate	FRIDAY 5pm-12am (3 hour min) Hourly Rate
Training Room (24 max)	\$100	\$30	\$30	\$50
Public Meeting Room EAST (88 max)	\$200	\$50	\$50	\$70
Public Meeting Room WEST (75 max)	\$200	\$50	\$50	\$70
Public Meeting Room COMBINED (163 max)	\$300	\$90	\$90	\$110
Full Facility (Combined Rooms, Training Room, Courtyard, & Lobby)	\$500	N/A	\$100	\$130

ADDITIONAL OPTIONS	Fee
Courtyard (add use to any room reservation)	\$30
Catering Kitchen (access to equipment, dishes & utensils, sinks, dishwasher, etc.)	\$100
A/V Equipment (includes video projection system and screen, DVD/VCR player, cable TV access, and microphones)	\$50
Round Tables-60-inch (24 total)	\$5 each
Bistro Tables-30-inch (6 total)	\$5 each
ALL Round Tables-24 rounds and 6 bistros	\$125

COFFEE SERVICE
(includes cups, stirrers, creamer, sugar and sweetener, tea bags, and hot water)
REGULAR and/or DECAFFEINATED
\$15.00 per pot (1½ gallons)
serves approximately 20

NOTE: Chairs and 30" x 96" tables are included with ALL rentals

SPECIAL RATES	Pierce County Departments (+\$25.00 admin fee)	Non-Profits (Damage deposit still required)
	MON-FRI 7am-5pm (2 hour min) Hourly Rate	MON-THURS EVENING ONLY 5pm-10pm (2 hour min) Hourly Rate
<i>These reduced rates apply to PC Departments and registered non-profits only for the days and times specified at right.</i>		
ROOMS (CAPACITY)		
Training Room (24 max)	\$10	\$10
Public Meeting Room EAST (88 max)	\$15	\$15
Public Meeting Room WEST (75 max)	\$15	\$15
Public Meeting Room COMBINED (163 max)	\$30	\$30
Courtyard (add use to any room reservation)	\$15 setup	\$15 setup
Catering Kitchen	\$50 setup	\$50 setup
A/V Equipment	\$25 setup	\$25 setup

WEEKENDS	CAPACITY 163 (180 with courtyard)	
Saturday 9am-12am	\$500.00 Damage Deposit	
Sunday 9am-10pm		
	OCTOBER-APRIL	MAY-SEPTEMBER
Base Fee (6 hours)	\$1250.00	\$1700.00
Each additional hour	\$125.00/hr	\$125.00/hr
Maximum Fee	\$1675.00	\$2300.00

Updated: January 2012