



Hours of Operation: Monday – Friday, 9:00 a.m. – 4:00 p.m.

Rental Rates Recreation Centers and Studio One Arts Center

(Residency for rental rates is determined according to address indicated on Driver's License or State Identification card.)

	<u>RATES</u>	<u>MINIMUM RENTAL</u>
Meeting Room		
Resident, Monday – Thursday	\$40.00/hour	2 Hours
Resident, Friday, Saturday, Sunday	\$50.00/hour	2 Hours
Non-Profit, Monday – Thursday, 8 am – 8 pm	\$15.00/hour	2 Hours
Non-Profit-Friday, Saturday, Sunday (Proof of 501c3 required for all non-profit groups)	\$20.00/hour	2 Hours
Non-Resident-Monday – Thursday	\$48.00/hour	2 Hours
Non-Resident-Friday, Saturday, Sunday	\$60.00/hour	2 Hours
Corporate, Monday – Thursday	\$50.00	2 Hours
Corporate, Friday, Saturday, Sunday	\$60.00	2 Hours
Multipurpose Room		
Resident, Monday – Thursday	\$50.00-60.00/hour	2 Hours
Resident-Friday, Saturday, Sunday	\$60.00-75.00/hour	2 Hours
Non-Profit, Monday – Thursday, 8 am – 8 pm	\$40.00/hour	2 Hours
Non-Profit-Friday, Saturday, Sunday (Proof of 501c3 required for all non-profit groups)	\$50.00/hour	2 Hours
Non-Resident, Monday – Thursday	\$60.00-72.00/hour	2 Hours
Non-resident-Friday, Saturday, Sunday	\$72.00-90.00/Hour	2 Hours
Corporate, Monday – Thursday	\$75.00-90.00/hour	2 Hours
Corporate, Friday, Saturday, Sunday	\$80.00-100.00/hour	2 Hours
Patio		
Resident	\$40-65.00/hour	2 Hours
Non-Resident	\$48-78.00/hour	2 Hours
Courtyard		
Resident	\$100.00/hour	2 Hours
Non-Resident	\$120.00/hour	2 Hours



Recreation Center Rental Rates (cont)

Great/Upper Hall/Theater

Resident, Monday – Friday, 8 am – 8 pm	\$65.00/hour	2 Hours
Resident, Friday, 8 pm-12 am, Saturday/Sunday 9 am – 12 Midnight	\$80.00/hour	2 Hours
Resident, Friday/Saturday, Overtime to 1 am	\$200.00/hour	Per Hour
Non-Resident, Monday – Friday, 8 am – 8 pm	\$78.00/hour	2 Hours
Non-Resident, Friday, 8 pm-12 am, Saturday/Sunday 9 am – 12 Midnight	\$96.00/hour	2 Hours
Non-Resident, Friday/Saturday, Overtime to 1 am	\$240.00/hour	Per Hour

Kitchen

a. With room rental	\$50.00-100.00	Per Use
b. Without room rental	\$50.00-100.00/hour	2 Hours

Gymnasium (Practice)

Resident, Monday – Thursday, 8 am – 8 pm	\$60.00-75.00/hour	2 Hours
Resident, Friday, Saturday, Sunday	\$80.00-95.00/hour	2 Hours
Non-Profit, Monday – Thursday, 8 am – 8 pm	\$45.00/hour	2 Hours
Non-Profit, Friday, Saturday, Sunday (Proof of 501c3 required for all non-profit groups)	\$55.00/hour	2 Hours
Non-Resident, Monday – Thursday, 8 am – 8 pm	\$72.00-90.00/hour	2 Hours
Non-Resident, Friday, Saturday, Sunday	\$96.00-114.00/hour	2 Hours

Gymnasium (Games)

Resident, Monday Thursday	\$100.00-125.00/hour	2 Hours
Resident, Friday, Saturday, Sunday	\$130.00-145.00/hour	2 Hours
Non-Profit, Monday – Thursday, 8 am – 8 pm	\$90/hour	2 Hours
Non-Profit, Friday, Saturday, Sunday (Proof of 501c3 required for all non-profit groups)	\$120/hour	2 Hours
Non-Resident, Monday – Thursday, 8 am – 8 pm	\$120.00-150.00/hour	2 Hours
Non-Resident, Friday, Saturday, Sunday	\$156.00-174.00/hour	2 Hours

Gymnasium (Non-Sporting Events)

Resident, Monday Thursday	\$100.00-125.00/hour	2 Hours
Resident, Friday, Saturday, Sunday	\$130.00-145.00/hour	2 Hours
Non-Profit, Monday – Thursday, 8 am – 8 pm	\$90/hour	2 Hours
Non-Profit, Friday, Saturday, Sunday (Proof of 501c3 required for all non-profit groups)	\$120/hour	2 Hours
Non-Resident, Monday – Thursday, 8 am – 8 pm	\$120.00-150.00/hour	2 Hours
Non-Resident, Friday, Saturday, Sunday	\$156.00-174.00/hour	2 Hours



Recreation Center Rental Rates (cont)

DEPOSIT (refundable within 6-8 weeks after event if certain conditions are met)

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| 1. Meeting Room, Patio, Courtyard | \$200 Per Event |
| 2. Multipurpose Room & Gymnasium | \$300 Per Event |

ADDITIONAL FEES

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| • Mandatory Setup/Teardown Fee
(25 or more people) | \$150 per room/per date |
| • Alcoholic Beverage Fee | \$125.00 Champagne, beer, wine
\$195 Distilled spirits, champagne, beer, wine |
| • Administrative Service Fee
(An administrative service fee will be charged for any approved changes to a permit or approved reservation requests within 30 days of an event date.) | \$75 Per Request/Change |

Holiday Surcharge (New Year's Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day)

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| a. Residents/Non-Resident/Non-Profit | Additional 50% of Rental Fees |
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PAYMENT REQUIREMENT

The 2-hour minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance. Payment may be made by check or credit card (Mastercard or Visa). A valid Driver's License or State Identification Card is required for all payments. Checks are not accepted less than 30 days prior to event date.

Payment may be made by cash at the Office of Parks and Recreation Central Reservations Unit, located at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612.

Please note: Decorating and clean-up time must be included within your rental fees.

CANCELLATION FEE

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| a. 61 days or more notice | Forfeit ½ Deposit, per date, per event |
| b. 31 to 60 days | Forfeit Deposit, per date, per event |
| c. 11-30 days notice | Forfeit Deposit plus ½ Rental Fees, per date, per event |
| d. 10 days or less notice | Forfeit All Fees |

Recreation Centers may be reserved 30 days to 11 months in advance of the requested reservation date. If a request is approved for an event within two weeks to 30 days, an administrative service fee will apply. NO reservation requests are accepted less than two weeks in advance.

All reservations will be finalized and permit issued through the Office of Parks and Recreation Central Reservations Unit located at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612.

