



FACILITY INFORMATION

Please use the following chart to calculate fees for your desired facility and available amenities:

<i>Available Rooms</i>	President's Room 119 East High Street 1,650 sq. ft. (~31' x ~54')	Edison Room 117 East High Street 825 sq. ft. (~17' x ~48')	Both Rooms
<i>Standard Amenities</i>	10 plastic folding tables (30" x 72") 60 chairs (stackable) Bar (30" x 96") Stage (8' x 12' or 6' x 16')	6 square wood tables (36" x 36") 4 rectangle wood tables (36" x 60") 40 chairs (stackable)	Same.
<i>Monday – Thursday</i>	\$200 – 6 hours \$300 – 24 hours* \$600 – all 4 days*	\$200 – 6 hours \$300 – 24 hours* \$600 – all 4 days*	\$300 – 6 hours \$400 – 24 hours \$800 – all 4 days
<i>Friday – Sunday</i>	\$300 – 6 hours \$500 – 24 hours \$800 – all 3 days	\$300 – 6 hours \$500 – 24 hours \$800 – all 3 days	\$400 – 6 hours \$600 – 24 hours \$1,000 – all 3 days
<i>Additional Amenities Available</i>	\$2 – Additional Chairs (each) \$35 fee – Projector with Screen \$10 – Additional Tables (each) \$35 fee – Speakers with Stands \$20 – Steel Trough for Beverages (2 available, ice not provided) \$100 – Popcorn Machine (operating training available, popcorn and boxes provided)		

* 24-hour and multi-day rentals run from 6:00 AM to 6:00 AM allowing for set-up before events and clean-up after events.