

## Library Hall Rental Rates July 2024–June 2025

### Library Hall Rental

Full-Day Rentals: Monday–Saturday (8:00am–10:00pm)

Category A	\$1500
Category B	\$1150

2-Day Rentals (must be 2 consecutive days)

Access to the Ashton Auditorium between 8:00am–10:00pm

Category A	\$2500
Category B	\$2000

Hourly Rentals: Monday–Saturday (8:00am–10:00pm)

Category A	\$350/hr
Category B	\$250/hr

### Sorenson Legacy Room Rental

Full-Day Rentals: Monday–Saturday (9:00am–9:00pm)

Category A	\$250
Category B	\$200

Hourly Rentals: Monday–Saturday (9:00am–9:00pm)

Category A	\$50/hr
Category B	\$50/hr

*Category A* - all commercial clients

*Category B* - CARE Grant recipients and all nonprofit organizations and events. A 501(c)(3) certificate or IRS letter of tax determination is required for this category. The W9 form and letter of determination or 501(c)(3) must match.

### Deposit

A deposit of 25% of the estimated total is due at the time the contract is signed and is required before reservation is confirmed. Deposits are non-refundable but will be applied toward the final balance.

### Insurance

All clients using the Ashton Auditorium are required to carry liability insurance for no less than \$1,000,000.

**Staffing**

Technical Staff (minimum of 2 required for all rehearsals and performances)	\$25/hr
Custodial Staff	\$75/day

Events requiring additional light/sound design outside of the rental period will be billed at the hourly rate.

Client must provide ushers (minimum of 3) for all performances.

**Stage Fees**

Piano Tuning (must give a minimum of 2 weeks notice)	\$150
Sound Shell	\$100
Orchestra/Choir Risers	\$100

**Equipment and Supplies**

All Ashton Auditorium rentals include 1 wireless microphone, use of projector and screen, extension cords, power strips, and minimal gaff.

Sound Package A (2 wireless microphones, extension cords, power strips, and above-average use of gaff)	\$50/day
Sound Package B (Sound Package A, plus 3–10 wireless microphones, wired microphone kit for bands)	\$200/day
Sound Package C (Sound Package B, plus speaker package intended for live bands and concerts)	\$300/day
Portable Sound System (portable mixer/amplifier combo, wired microphones and booms, and speakers) <i>Intended to be operated by renter</i>	\$100/day

**Miscellaneous Fees**

Ashton Auditorium and dōTERRA Lobby Food Fee (includes use of Warming Kitchen)	\$100
Sorenson Legacy Room Food Fee	\$50
Lobby Tables and Chairs	
Package A 7 round tables and 50 chairs	\$30
Package B 14 round tables and 100 chairs	\$50

#### Merchandise Sales

Client is required to pay 10% commission on all monies collected on Library Hall property.

#### After Hours Fee

Any use of Library Hall facilities outside of the contracted time will be billed at the hourly rental rate plus 25%.

#### Convenience Fee

Any amount above \$2000 that is paid with a credit card will be charged a convenience fee of 2.5% of the total.