

Convening Center Rental Rates

Effective April 1, 2019

Hours of availability

-Business Hours Use – 8:00am-5:00pm Mon-Fri

-After Hours Use – **Currently Unavailable**

Definitions-

Full Day = Any event that reserves enough hours in the day to prevent a second event from taking place the same day, including Setup/Cleanup Time for either or both events

Half Day = Any event that reserves hours that will still allow for a second event to take place on the same day, including Setup/Cleanup Time for either or both events

Current Non-Profit Grantees and Partners of EHF

Free Rental of **ALL** spaces during normal Business Hours*

Non-Profits (501(c)3) not previously or currently funded by EHF during Responsive Grant Cycle (50% reduction)

Full Day = \$150*

Half Day = \$75*

(Non-Profit Grantees of EHF partner organizations eligible for \$25 discount on Non-Profit Rates)

Civil, Municipal, 501(c)4, (c)6, and For-Profit Groups – Full Rate

Full Day = \$300*

Half Day = \$150*

Smaller Meeting Rooms (Rooms #3, 4, 6, 7)

\$50 Each Daily* Use for all Non-Grantees/Partners

Room Setup/Takedown/Cleaning Fee – OPTIONAL

\$62 per use (Setup = 1; Takedown/cleaning = 1) – MUST BE ARRANGED MINIMUM 2 WEEKS IN ADVANCE

* = After-hours Use — ~~Outside of 8:00am – 5:00pm Mon-Fri, includes any early arrival required prior to 8:00am. ALL clients subject to \$45 per hour coverage fee, regardless of space used.~~ **After Hours Use is currently unavailable throughout 2019. Our apologies for any inconvenience. All events including setup/takedown times must fit within Business Hours of 8am-5pm Mon-Fri.**