

## Rental Rate Sheet

| ROOM/FACILITY   | STANDARD RATE  |   | NONPROFIT RATE  |  |
|---|--|---|---|--|
|   | RESIDENT   | NONRESIDENT                                     |   |  |
| Classrooms 1, 4, 5, 7, Kitchen  | \$34.00 hourly   | \$44.00 hourly                                  | \$28.00 hourly  |  |
| Off-Peak Hours (Classrooms & Kitchen only)<br>Monday – Thursday, 1:00 – 5:00 pm<br>Fridays 1:00 – 9:00 pm | \$15.00 hourly   |   |   |  |
| Conference Room<br>Non-Peak Rate: \$10.00 hourly  | \$15.00 hourly   | \$20.00 hourly                                  | \$12.00 hourly  |  |
| Max Capacity:<br>Classrooms 1, 4, 5, 7.....49<br>Kitchen.....10<br>Conference Room.....15                 | Cancellation Policy: (Classrooms, Conference Room, and Kitchen only)<br>Cancel one week prior: Full refund.<br>Under one week: No refund.<br>(one week = 7 days) |   |   |  |
| Multipurpose Room (Room 3)  | \$66.00 hourly<br>\$396.00 daily   | \$86.00 hourly<br>\$516.00 daily                | \$57.00 hourly<br>\$342.00 daily                        |  |
| Multipurpose Room and Kitchen   | \$84.00 per hourly<br>\$504.00 daily   | \$109.00 hourly<br>\$654.00 daily               | \$71.00 hourly<br>\$426.00 daily                        |  |
| Max Capacity.....127 seated<br>2-hour minimum<br>Facility deposit: \$200<br>Daily rate = 6+ hours         | Cancellation Policy:<br>(Multi-purpose Room 3<br>and Multi-purpose<br>Room 3/Kitchen)  | 60 days prior:<br>Full refund deposit<br>+ fees | 59 – 30 days prior:<br>Refund fees.<br>Forfeit deposit. | Under 30 days:<br>Forfeit fees.<br>Return deposit. |

| AUDITORIUM  | STANDARD RATE  |  | NONPROFIT RATE  |  |
|---|--|--|---|--|
|   | RESIDENT   | NONRESIDENT  |   |  |
| Class and/or Rehearsal  | \$58.00 hourly<br>\$348.00 daily   | \$76.00 hourly<br>\$456.00 daily   | \$50.00 hourly<br>\$300.00 daily                        |  |
| Presentation and/or Performance<br>2 hour minimum<br>Facility deposit: \$300<br>Daily rate = 6+ hours<br>Fees due at time of booking for one day rentals.<br>Fees due 60 days prior for a show run. | \$100.00 hourly<br>\$600.00 daily  | \$130.00 hourly<br>\$780.00 daily  | \$85.00 hourly<br>\$510.00 daily                        |  |
| Maximum capacity:<br>Folding chairs only.....200<br>Standing.....325<br>Risers only.....174<br>Risers and 4 rows of 13 folding chairs.....226   | Cancelation<br>Policy:<br>(Auditorium:<br>Class, Rehearsal,<br>Presentation, and<br>Performance) | 60 days prior:<br>Full refund deposit<br>+ fees  | 59 – 30 days prior:<br>Refund fees.<br>Forfeit deposit. | Under 30 days:<br>Forfeit fees.<br>Return deposit. |
| Sound System<br>Lecture Sound      \$25.00 daily use<br><br>Full Sound            \$50.00 daily use<br>\$100.00 weekly use  |  | Lighting System<br>Lecture Lighting    \$25.00 daily use<br><br>Full Lighting         \$50.00 daily use<br>\$100.00 weekly use |   |  |
| Riser Seating System: \$50 per setup  |  |  |   |  |

**AVAILABLE FOR RENT**

|   |                |
|---|----------------|
| <b>Monitor/Apple TV</b>                           | \$10.00 daily  |
| <b>Amp/Microphone</b>                             | \$10.00 daily  |
| <b>55 Hot Water Pot</b>                           | \$10.00 daily  |
| <b>LCD Projector</b>                              | \$10.00 daily  |
| <b>Marquee: 3 lines</b>                           | \$20.00 weekly |
| <b>Mobile Vending<br/>(Parking behind Center)</b> | \$50.00 daily  |

**EQUIPMENT AVAILABLE: NO CHARGE**

Tables (5' and 6'), Chairs, Podium, White board markers, Easels (white board, flip chart), Curtains for mirrors, Mats (6' and 12' tumbling), Piano.

**BOOKING GUIDELINES**

1. Rental fees are due at the time of booking. Cash, Gift Cards, Checks, Money Orders, VISA or MasterCard are accepted with appropriate ID. Checks should be made payable to the City of Santa Cruz.
2. Deposits are required for events in the Auditorium, Multi-Purpose Room and Multi-Purpose Room & Kitchen. These are facility deposits and will be refunded after the event based on the condition of the facility or forfeited if the event is canceled based on cancelation policy.
3. Alcohol is allowed at the London Nelson Community Center with refundable \$200 deposit. Permits are approved by the Center's supervisor. In cases where alcohol is sold, an additional permit from the Alcohol Beverage Control (ABC) Agency will be required notification/approval as well from the Police Department (SCPD). Alcohol is not allowed in Laurel Park.
4. Events that charge admission are subject to the City's admissions tax – 10% commercial, 5% non-profit.
5. City of Santa Cruz requires a commercial use fee be paid on all revenue generated on public property - 10% commercial, 5% non-profit.

**ROOM USE GUIDELINES**

Scheduled use of rooms must include set-up and clean-up time.

The Center is a self-service facility. Community Center patrons must set up and remove any chairs, tables and equipment used in rooms.

Building hours: Monday – Saturday 9:00 am – 9:00 pm.  
We are closed on Sundays.

Parking permits are available for activities held at the London Nelson Community Center that are longer than two hours. Look for street parking with signs designated "LNCC Permit Valid."

Please...

No smoking (by city ordinance).

No bicycles, skateboards or roller skates in the building.

Use environmentally acceptable food packaging (by city ordinance).

Recycling bins are located by the front door.  
No open flames, candles or incense. Close windows, turn off heat and lights and let staff know when leaving the room.



All rental spaces are accessible.



London Nelson Community Center  
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