

## CITY OF LAWNDALE

### PARKS/FIELDS & COMMUNITY CENTER FACILITY RENTAL FEES

Community Center- Facility Rental Fees				
	Activity Description	Rate	Charge Basis	Refundable Security Deposit
1	Meeting Room a) Full Room b) Half-Room	\$100 \$50	per hour per hour	\$500 \$250
2	Main Event Room a) Full Room  b) Half-Room	\$200  \$100	per hour  per hour	\$1,000 Security; \$500 Alcohol \$500 Security; \$500 Alcohol
3	Kitchen Use a) Full Use b) Partial Use	\$250 \$150	per rental per rental	\$500 \$250
4	Stage Use	\$75	per rental	\$250
5	Staffing	\$25	per hour	
<p><i>*All hourly rental rates are rounded up to the nearest hour. Example 5.25 hour rental pays for six hours. <b>3 hour use minimum</b></i></p> <p><i>**Alcohol deposits are in addition to standard security deposits. <b>(Beer, Wine, and Champagne Only- Hard Alcohol is NOT permitted)</b></i></p> <p><i>***Depending on the rental requested, security staffing may be required. Costs for security shall be paid to the City by the applicant prior to permit approval. <b>(Security is required for events in excess of 100 and/or serving alcohol)</b></i></p>				

Parks/Field Facility Rental Fees								
	Activity Description	Resident (Non-Profit)	Resident (Private)	Non-Resident (Non-Profit)	Non-Resident (Private)	Charge Basis	Refundable Security Deposit	Note
1	Gymnasium	\$30	\$40	\$50	\$60	per hour	\$250	
2	Baseball Fields	\$30	\$40	\$50	\$60	per hour	\$50 per field	
3	Soccer/Football Fields	\$30	\$40	\$50	\$60	per hour	\$50 per field	
4	Track	\$30	\$40	\$50	\$60	per hour	\$50 per field	
5	Snack Bar	\$75	\$100	\$125	\$150	per day/per season	\$500	[a] [x]
6	Park Community Room	\$40	\$45	\$50	\$55	per hour	\$250	
7	Show Wagon Mobile Trailer	\$450	n/a	n/a	n/a	per rental	\$500	[b]
<p><i>*All hourly rental rates are rounded up to the nearest hour. Example: 5.25 hour rental pays for six hours.</i></p> <p><i>**Applicants for non-profit rental rates must meet requirements established by City policy.</i></p> <p><i>[a] Snack bar to be used only with concurrent field(s) permit.</i></p> <p><i>[x] Snack bar fee charged per season for non-profit organizations &amp; charged per day for non-qualifying users or organizations.</i></p> <p><i>[b] Flat rate for five day rental. Available for pickup and delivery Monday through Thursday only.</i></p>								

Facility Rental Reservation Cancellation Fees			
Facility/Field Rental Cancellation Fees/Refund Policy			
Activity Description	Fee	Charge Basis	Note
1. Refund Processing Fee (applies to all refunds processed for facility rentals)	\$15	per refund processed	
2. Cancellation Fee			
a) Cancellation Notice Received <b><u>Less than 15 days before</u></b> rental.	100% of fees due, <b><u>NO</u></b> refund provided	per cancellation	
b) Cancellation Notice Received <b><u>15-29 days before</u></b> rental.	50% of fees due, <b><u>50%</u></b> refund provided	per cancellation	
c) Cancellation Notice Received <b><u>30 or more days before</u></b> rental.	0% of fees due, <b><u>100%</u></b> refund provided; <b><i>(processing fee still applies)</i></b>	per cancellation	