

# FALKIRK CULTURAL CENTER

## RENTAL FEES AND DEPOSITS

Office number:(415) 485-3328/Fax number: (415) 485-3404/Office hours: Tues-Fri, 1-5pm, Sat. 10am-1pm

All Falkirk rentals include use of the first floor and verandah, use of the grounds, public parking, tables and chairs and changing room	Non-Profit Organizations (Tax I.D. # Required) Proof of IRS 501C3 Status	Private Use & Non-Profit Fundraising Events	Commercial Groups
<b>Monday-Thursday</b> Reservation/Damage Refundable Deposit: \$500	\$40 per hour (2 hour min)	\$60 per hour (2 hour min.)	
<b>Fridays and Sundays</b> Reservation/Damage Refundable Deposit \$500	\$60 per hour (4 hour min)	\$100 per hour (4 hr min)	
<b>Saturdays</b> <b>Summer Season – Apr 15 – Oct. 14<sup>th</sup></b> Fire Authority Max. Capacity: 125 First Floor and Verandah 125 Reservation/Damage Refundable Deposit: \$500	\$132 per hour (6 hour min)	\$200 per hour (6 hour min)	
<b>Winter Season – Oct 15 – Apr 14</b> First Floor only Fire Authority Max. Capacity: 100 Reservation/Damage Refundable Deposit: \$500	\$100 per hour (6 hour min)	\$150 per hour (6 hour min)	
<b>Long Term Rental</b> Fire Authority Max. Capacity: 100 Reservation/Damage Deposit: \$100	\$30 per hour Min. 6 rentals per year On one rental agreement	\$45 per hour Min. 6 rentals per year On one rental agreement	
<b>Print Ads</b>	\$1,000 per day		
<b>Film Rates</b>	\$1,000 per day Local/Independent		
<b>Commercial Ads</b>	\$3,000 per day		
<b>Film Shoots</b>	\$5,000 per day- Feature Films		

All Deposits are paid at time of booking. **Full payment of all fees due 45 days prior to event.**

We accept VISA, MasterCard, checks (payable to the City of San Rafael), and/or cash.

Liability insurance is required for all major and alcoholic events (Any non-profits selling, asking a donation for or giving away alcohol require a Liquor License). Premium is **\$126.02 without alcohol or \$146.67 with alcohol** on most events and is non-refundable.

ALL contracted time MUST include your decoration & clean-up time. Your event is required to end one hour before your contracted end time.

Refund of any fees and/or deposits take 3-4 weeks to process.