

Environmental Services Building Facility Rental 2017 Rates



WEEKDAYS		Day Rates		Evening Rates	
ROOMS (CAPACITY)		Damage Deposit	MON-FRI 7am-5pm (2 hour min) Hourly Rate	MON-THURS 5pm-10pm (2 hour min) Hourly Rate	FRIDAY 5pm-12am (3 hour min) Hourly Rate
Training Room (24 max)		\$100	\$31	\$31	\$52
Public Meeting Room EAST (88 max)		\$200	\$52	\$52	\$72
Public Meeting Room WEST (75 max)		\$200	\$52	\$52	\$72
Public Meeting Room COMBINED (163 max)		\$300	\$93	\$93	\$113
Full Facility (Combined Rooms, Training Room, Courtyard, & Lobby)		\$500	N/A	\$103	\$134

ADDITIONAL OPTIONS	Fee
White Resin Chair (200 available) (Fee includes setup in one location. If second setup location is needed add an additional \$30)	\$2 per chair
Courtyard (add use to any room reservation)	\$30
Catering Kitchen (access to equipment, dishes & utensils, sinks, dishwasher, etc.)	\$100
A/V Equipment (includes video projection system and screen, DVD/VCR player, cable TV access, and microphones)	\$50

COFFEE SERVICE
(includes cups, stirrers, creamer, sugar and sweetener, hot cocoa, tea bags, and hot water)
REGULAR and/or DECAFFEINATED
\$25.00 per pot (1½ gallons)
serves approximately 20

WEEKENDS		CAPACITY 163 (180 with courtyard)	
Full Facility—Public Meeting Rooms, Training Room, Courtyard, Kitchen and A/V use			
Saturday 9am-12am	\$500.00 Damage Deposit		
Sunday 9am-10pm			
	OCTOBER-APRIL	MAY-SEPTEMBER	
Base Fee (6 hours)	\$1250.00	\$1700.00	
Each additional hour	\$125.00/hr	\$125.00/hr	
Maximum Fee	\$1675.00	\$2300.00	

SPECIAL RATES	Pierce County Departments (+\$25.00 admin fee)	Non-Profits (Damage deposit still required)
	MON-FRI 7am-5pm (2 hour min) Hourly Rate	MON-THURS EVENING ONLY 5pm-10pm (2 hour min) Hourly Rate
<i>These reduced rates apply to PC Departments and registered non-profits only for the days and times specified at right.</i>		
ROOMS (CAPACITY)		
Training Room (24 max)	\$10	\$10
Public Meeting Room EAST (88 max)	\$15	\$15
Public Meeting Room WEST (75 max)	\$15	\$15
Public Meeting Room COMBINED (163 max)	\$30	\$30
Courtyard (add use to any room reservation)	\$15 setup	\$15 setup
Catering Kitchen	\$50 setup	\$50 setup
A/V Equipment	\$25 setup	\$25 setup

Updated: December 2015