



# Fee Schedule

Rental and service fees apply to all auditorium uses for which Cuyahoga County Public Library (CCPL) is not the presenting organization or partner.

## AUDITORIUM RENTAL FEE

	During Library open	During Library closed
<b>Non-Profit*:</b>	\$100/hour	\$200/hour
<b>Individual/For-Profit/Other:</b>	\$200/hour	\$300/hour

A two-hour minimum is required for all auditorium rentals. Additional meeting room spaces may be available for use in conjunction with auditorium rentals.

### AV SERVICE FEE - \$50/Day

To cover the cost of repairing and replacing audiovisual equipment, an AV Service Fee of \$50.00 per day will be assessed for any rental requiring use of CCPL’s AV equipment. This includes but is not limited to the use of speakers, microphones, projector, screen, etc.

### AV ASSISTANCE FEE - \$50/Hour, per staff member

CCPL audiovisual equipment and stage lighting must be operated or supervised by CCPL staff. More than one staff member may be required depending on the scope and needs of the event. The AV Assistance Fee is \$50.00 per hour, per staff member.

### ROOM SETUP FEE - \$50/ROOM

Standard setup for the auditorium includes theatre seating and two rectangular 6-foot tables. Any rental requiring a different setup or utilizing additional meeting spaces will be assessed a Room Setup Fee of \$50.00 per room.

### STAGE SETUP FEE - \$600/EVENT

Any rentals requesting the use of the raised stage will be charged a \$600 Stage Setup Fee. All stage setups must be requested at least 30 days prior to the event date.

### CLEANING SERVICE FEE - \$75/Cleaning

Any rentals that serve food/beverages or require excessive cleaning after an event is over will be assessed a Cleaning Service Fee at a cost of \$75.00 per cleaning.

### SECURITY SERVICES FEE - CURRENT RATE

CCPL reserves the right to require security and/or traffic control at any event held in its auditoriums, at the Client’s expense. All security and traffic control arrangements will be coordinated between CCPL and local law enforcement.

\*Proof of non-profit status and a valid non-profit tax ID number must be submitted at the time of application to receive the discounted rate.