



Room Rental Fees

	<i>Mercer Island Resident</i>	<i>Non-Resident</i>	<i>Community Service</i>	<i>Non-Island Non-Profit</i>	<i>Corporate</i>
	MON-SUN	MON-SUN	MON-SUN	MON-SUN	MON-SUN
	<i>Hourly Rates</i>	<i>Hourly Rates</i>	<i>Hourly Rates</i>	<i>Hourly Rates</i>	<i>Hourly Rates</i>
Mercer Room 1 1100 Sq.Ft. Up to 66 Guests	\$45.00	\$60.00	\$25.00	\$45.00	\$60.00
Mercer Room 1 & 2 2200 Sq.Ft. Up to 125 Guests	\$75.00	\$90.00	\$50.00	\$75.00	\$90.00
Mercer Room 1, 2 & 3 3300 Sq.Ft. Up to 225 Guests Total	\$90.00	\$120.00	\$65.00	\$90.00	\$120.00
On the weekends, we require the whole Mercer Room (1, 2 & 3) to be rented for a minimum of five hours.					
Terrace <i>(after 3pm Fri.-Sun. only)</i>	\$40.00	\$55.00	\$20.00	\$40.00	\$55.00
Catering Kitchen	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00
The kitchen can be rented up to 2 hours prior to your room rental time for a minimum of five hours.					
Special Dates (i.e., 09/09/09, 10/10/10, 11/11/11 and other premium dates at our discretion) are an additional 20% for the Mercer Rooms, Kitchen and Terrace					
Meeting Rooms 893 Sq.Ft. Up to 49 guests <i>*Effective July 1, 2008</i>	\$35.00	\$50.00	\$15.00	\$35.00	\$50.00
Gym 1/2 Recreational Activity	\$30.00	\$45.00	\$30.00	\$35.00	\$45.00
Dance Room 1485 sq. Ft. Up to 50 guests	\$30.00	\$45.00	\$15.00	\$30.00	\$45.00

Please note: If Set-up and clean-up time is not included in rental fees. Extra time must be booked. You can book as little as 15 minutes at a time.

- o Assisted Listening devices and WiFi available.
- o Reservations for the Mercer Room are accepted twelve months prior to your event.
- o Rentals for classrooms are available quarterly.

Corporate Rates - Available to business and corporate clients looking to hold business functions such as team building, trainings, board/staff meetings, conferences and celebrations where the goal is to benefit your corporate organization. This group also includes any individual or business that may be holding a function where the goal is to sell, promote, or increase potential business.

Community Service Rates - Available to non-profit organizations and Mercer Island service groups who operate a not-for-profit type of organization, whose focus is about improving the local community. To qualify as a non-profit, the group must present proof of current 501c3 status. The Community Center Manager, in partnership with the Parks and Recreation Director, will determine service group eligibility.

Non Mercer Island Non-Profit Rates - Available to non-profit organizations that are not based on or affiliated with Mercer Island. Groups who operate a not-for-profit type of organization. To qualify the group must present proof of current 501c3 status. This also includes government, state and local city entities.

- *222 Free Parking Spaces*
- *Views of Lake Washington and Cascades*
- *Access to Luther Burbank Park*

Additional Fees:

Deposit upon booking	\$50-\$400
Cancellation Fee	\$25 - \$75
Mercer Room Extended Hours	\$30.00 per hour
	Fri 9pm-12am, Sat 10pm-12am & Sun 6-10pm
Room Set-up Fees	
Mercer Rooms 1, 2 & 3	\$25.00 per room (\$75 max)
Meeting Rooms	\$25.00 each
Room Take-down Fees (does not include clean-up)	
Mercer Rooms 1, 2 & 3	\$25.00 per room (\$75 max)
Meeting Rooms	\$25.00 each
Alcohol Fee (<i>Can/Bottle Beer, Wine, Champagne ONLY</i>)	
Mercer Room	\$100.00 per event
Meeting Rooms	\$50.00 per event
Meeting Room Annual Agreement	\$100 per year
Up to 12 times per year, then \$50 each additional event	
Food/beverage fee	\$20.00
Audio Visual Equipment	\$35.00
Coffee (64oz. Pot)	\$6.00 per pot
Gas BBQ Rental	\$60.00
Stage	\$40
Piano	\$75
Tele-Conference Phone	\$15

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