



## FACILITY RESERVATION FEE SCHEDULE

| BUILDING USE                               | RENTAL FEE   | DEPOSIT                    |
|--|--|----------------------------|
| <b>Small gathering</b>                     | \$100-Resident<br>\$150-Non-resident                               | \$150 cash<br>(refundable) |
| <b>Large gathering</b>                     | \$200- Resident<br>\$350- Non-resident                             | \$150 cash<br>(refundable) |
| <b>Business, Club, and Public Meetings</b> | Free*<br>*See Non-Profit and Community Use of City Hall conditions | \$150 cash<br>(refundable) |

**Definitions:**

**Small gathering**=small family party/gathering with less than 50 people, wedding ceremony without a reception or food, recurring private business meetings.

**Large gathering**=large family party (over 50 people with or without food, wedding reception, business or club dinner, trade show, craft fair, etc.

**Business, Club, or Public Meeting**=City -sponsored events or meetings. Non-recurring business meetings. Club or other meetings that are open to the public and provide a public benefit (as determined by management), including cultural, charitable, civic, or educational meetings or events.

| PARK PAVILION USE  | RENTAL FEE | DEPOSIT   |
|--|------------|-----------|
| Heritage, Virgil Gibbons (east/west), Anhder and Elkhorn | \$35       |           |
| Elkhorn Park with kitchen                                | \$50       | \$25 cash |
| Heritage North Enclosed (heated)                         | \$50       | \$25 cash |

**Notes:**

- Fees are due at the time a reservation is made.
- The deposit is due when the keys are picked up and shall be CASH ONLY.
- A cleaning charge of \$20/hr will be assessed if cleanup by city staff is necessary. Cleaning charges will be assessed in one-hour increments.
- The following will be available for use when reserving the building:
  - 10 round tables and 8 rectangle tables (\$225 replacement fee)
  - 80 chairs (\$200 replacement fee)
  - Dishcloths/towels
  - Cleaning supplies
  - Trash can liners
  - With the exception of the cleaning supplies and trash can liners, all of the above must be returned to the city clean and in good condition prior to receiving a deposit refund.