FCCM CHINESE CULTURAL CENTRE RENTAL RATE (Proposed)

RENTAL FEES

	Private Rate* Per Hour (min 2 hrs)	**Community Rate** per hour (min 2 hrs)**
During weekdays (Monday to Friday) 9am to 5pm	$150	$120
During weekends (Saturday and Sunday) 9am to 5pm	$180	$150
Note: staffing fee will apply to rentals during non-operational hours		

Additional Fees

Please be aware that the fees below may apply to your event

	RATES
Set-up of centre furniture/clean-up by centre staff (flat fee)	$100
After Hours Staffing (per hour)	$20
Late (if your event does not finish at the contracted end time)	After a grace period of 30 minutes the fee will be $30 per each subsequent 30 minutes of segment thereof
Additional set-up time as requested by client (beyond the usual 1 hour complimentary set-up times) when available	$50
Liability Insurance	Varies
Technical support for audio/visual systems ($50 per hour, flare rate $100 for 2 hrs booking)	$100
6-ft rectangle tables (5 available)	$5 Each
Folding Chairs (80 available)	$1 Each

* Private rates apply to businesses, corporations, and other for-profit groups, and to individuals or groups booking private functions

** Community rates apply to established community service groups, non-profit agencies and organization, community groups, other community groups

Cancellation Policy:
Deposit will be forfeited when cancellations made 7 days or less before the event day,