

**RENTAL FEE RATES (Effective 1.1.2018)**
***FY 2017 - 2018 City of Austin Parks and Recreation Fee Schedule***

**Staff and Utility Fees:** are charged for rentals outside of regular AARC business hours.

**Equipment Fees:** equipment only available for ballroom rentals.

**Rental Time:** Events must end no later than 11pm with cleanup completed by 12am. All persons must vacate premises by 12am.

**Cancellation Policy:** Events cancelled more than 30 days before event date, will receive a full refund and are cancelled without penalty. Events cancelled less than 30 days before event date, are responsible for hourly rental rate. Deposit, staff and utility, & equipment charges are refunded or applied to any unpaid rental rate balance.

Space	Rental Rate	Notes
<b>Ballroom - Deposit Required</b>	\$155 per hour	When ballroom is rented at least 4 hours, a maximum of 2 additional hours will be provided free. 2 free hours will still be charged staff and utilities if applicable.
<b>Great Lawn - Deposit Required</b>	\$57 per hour	When great lawn is rented at least 4 hours, a maximum of 2 additional hours will be provided free. 2 free hours will still be charged staff and utilities if applicable.
<b>Foyer - Deposit Required</b>	\$50 per hour	Foyer only available for rent separately Monday - Thursday evenings. Friday - Sunday the use of the foyer is only available with rental of the ballroom.
<b>Classrooms</b>	\$15 per hour	Per classroom
<b>Conference Room</b>	\$30 per hour	
<b>Kitchen - Deposit Required</b>	\$50 per day	Kitchen only available for rent with ballroom rental. A certificate of insurance and Austin Public Health temporary food event permit are required.
Additional Rental Fees	Rate	Notes
<b>Security/Use Fee Deposits</b>		
No Alcohol	\$200 per day	Deposits refundable post event pending no damage, additional cleanup, overtime fees, additional rental space use, or other fees incurred during event.
With Alcohol Served	\$400 per day	
Kitchen Damage and Cleanup Deposit	\$100 per day	
<b>Staff &amp; Utilities</b>	\$55 per hour	Staff and utilities charged for rentals outside of regular business hours.
Equipment and Amenity Fees	Rental Rate	Notes
<b>Custodial Cleaning</b>	\$100 - \$300	
<b>Standard Ballroom A/V Package</b>	\$0 per day	Includes setup & use of projector, presentation remote, laptop, podium, and up to 3 wired or wireless microphones.
<b>Ballroom Mixer &amp; Mic Package</b>	\$50 per day	Includes setup & use of above items and up to 6 microphones.
<b>Ballroom Powered Speaker Package</b>	\$60 per day	Includes setup & use of 2 - 2000 Watt Speakers and Stands.
<b>Ballroom Tree Light Package</b>	\$50 per day	Includes setup & use of 4 lights, cables, 2 T-bar stands
<b>Ballroom MegaPro Light Package</b>	\$50 per day	Includes setup & use of 4 wash lights, cables.
<b>Mobile Projector Screen</b>	\$25 per day	Includes 8'x8' Tripod front projection screen and projector.
<b>Staging Fee</b>	\$25 - \$100 per rental	\$25 - Add 3 additional stage panels to existing 12'x24' stage \$50 - Adjust/moving existing stage layout \$100 - Relocate entire stage *Event modifications subject to staffing availability
<b>Dressing Room use (w/ballroom rental)</b>	\$25 per day	Room #8 will be provided as a dressing room only outside of regular business hours; during business hour rentals if a dressing room is needed, the conference room or a classroom must be rented at regular rental room rates.
<b>Copies</b>	\$.10 (Black & White) \$.25 (Color)	Copies available for emergency situations only.