

## Owen Brown Community Association Rental Rates

### Policies and Information:

- Rooms can only be held for 48 hours without a signed contract and paid security deposit;
- All rentals must be booked and paid for at least 3 weeks in advance of event date;
- Rooms can only be rented in full-hour increments (no ½ hours);
- Meetings & Classes after 12 PM on Saturdays and Sundays must be held in Elkhorn Room and require 3 hours minimum or are subject to social rental rate if using other room;
- Security deposit is due when contract is signed; Full rental payment is due 3 weeks prior to event date;
- One form of valid identification will be required when signing contract;
- Rental Hours: Sun-Thur 9:00a-10:00p; Fri-Sat 9:00a-12:00a;
- Rates DO NOT include decoration or clean-up time. Please make sure you rent adequate time for your event, as well as preparation and clean up;
- Columbia Assessed property residents receive a 10% discount & Non-profit groups receive a 20% discount on the Social Rental Rates (this does not include Security Deposits); proof required.

Combo	Room	Capacity	Social Rentals		Meeting or Class
			Sun-Sat 5 PM	Sat After 5 PM	Nonprofit/Profit
Dasher Green	Room 1	35	\$60	\$90	\$20/\$25
	Room 2	35			\$20/\$25
Hopewell	Room 3	50	\$85	\$110	\$20/\$25
	Room 4	50			\$20/\$25
	Elkhorn	25			\$20/\$25

**ALL RATES ARE PER HOUR**

All Social Rentals that occur after 5 PM on Friday and Saturday require a refundable security deposit of \$350; all other social rentals subject to a \$150-\$250 refundable security deposit. Meetings and classes require a refundable security deposit of \$65.

Teen parties must end by 11:00 pm (clean up by midnight) and require one chaperone per every five teens (limit 50 teens).

### **Rental Resources:**

Projector	\$ 30	per day
Podium with Microphone	\$ 25	per day
TV/DVD/VCR	free	
Free Standing Screens	free	
Easels	free	
Kitchen	\$ 25	per day