

Effective January 1, 2017

**BELL CANYON COMMUNITY CENTER
FEE SCHEDULE
(Bell Canyon Resident/Property Owners Only)**

Social Hall Business Meetings: (Restricted to hours of **8AM – 10PM**)

½ Day under 100 attendees	\$250.00
½ Day over 100 attendees	\$450.00
Full Day under 100 attendees	\$400.00
Full Day, over 100 attendees	\$750.00
Daily Office Room rental	\$60.00

Security Deposit: **\$1,000** **\$1,100 if reserved less than 30 days in advance of the venue date**

Social Events:

Under 100 attendees	\$600.00
Over 100 attendees	\$600.00 plus \$15/per person over 100/max \$1500

Equipment:

Dance Floor (18' L x 24' W maximum/4'x3' sections)	\$375.00
CD Sound System	\$250.00
Piano	\$150.00
Portable Sound System	\$125.00
Ice Machine	NO CHARGE
White Folding Plastic Chairs, Padded (200)	NO CHARGE
60" Round Tables seats 10 max. (20)	NO CHARGE
48" Round Tables seats 6 max. (4)	NO CHARGE
8' Banquet Tables seats 8 max. (8' x 29.5")(13)	NO CHARGE
6' Banquet Tables seats 6 max. (6'x 29 ¾")(12)	NO CHARGE
36" Cocktail tables stand-up or sit-down (4)	NO CHARGE
36" Square Card Tables (4)	NO CHARGE

If you wish to also rent the Courtyard in addition to the Social Hall, the additional rental cost is **\$250**, regardless of the number of hours. All indoor music and entertainment must cease at **12:00 Midnight** Friday and Saturday, **10 PM** Sunday thru Thursday. No outside amplified music is allowed. Music and entertainment outside the Facility and Courtyard are not permitted. Courtyard lighting comes on at 7 PM (Spring/Summer), 6:30 PM (Fall), and 5:30 PM (Winter), off at 1 AM. **PREMISES MUST BE VACATED BY 11 PM ON WEEKDAYS, AND 1 AM ON THE WEEKENDS.** Premises must be clean by end of date of venue. Maintenance fees will be assessed for a minimum of 3-man crew @ \$105/hour beyond date of venue until premises are cleaned.

FOR BUSINESS-SOCIAL EVENTS, SECURITY DEPOSITS ARE REQUIRED AT THE TIME OF BOOKING. SECURITY DEPOSITS ARE REFUNDED AFTER THE EVENT PROVIDING THERE IS NO DAMAGE AND THE FACILITY IS LEFT CLEAN, PARKING REGULATIONS HAVE BEEN ADHERED TO, AND ALL OTHER RULES AND REGULATIONS HAVE BEEN FOLLOWED.

COMMUNITY CENTER COURTYARD RENTAL

(Capacity not to exceed 300 people – Tables and chairs not included)

Security Deposit	\$500.00
Fees: If reserved less than 30 days in advance of the scheduled event	\$600.00
If reserved in advance of 30 days of the scheduled event	\$500.00
Kitchen use privileges	\$100.00

Speakers, amplified music or live bands are not allowed outside in the Courtyard area for private venues. Music and entertainment in the Courtyard must cease at **10 PM 7 days a week.** The Community Center front parking area is not available to rent for private venues.

AN APPLICATION MUST BE COMPLETED AND SIGNED. SECURITY DEPOSIT CHECK MADE OUT TO **'BELL CANYON COMMUNITY CENTER'** IS ALSO REQUIRED AT TIME APPLICATION SUBMITTED. RULES AND REGULATIONS RELATIVE TO THE USE OF THE FACILITIES ARE CONTAINED IN THE APPLICATION PACKET.

CANCELLATION POLICY: All cancellations must be in writing and submitted **90 days prior to the reservation date** and submitted to the BCA office during business operating hours to receive a full refund of the deposit. Cancellations received less than 90 days prior to the reservation date will receive 50% of the deposit. Any cancellation made less than 30 calendar days prior to the reservation date will forfeit the entire deposit.