



2019

**CIVIC CENTER SERVICES & RENTAL FEES**

	Mon-Thurs (4 hr block)	Friday*	Saturday*	Sunday (4 hr block)
<b>Banquet Facility (Includes Civic A, Civic B, Civic C &amp; Kitchen):</b>				
● Coon Rapids Civic, Athletic or Public	\$ 270.00	\$ 290.00	\$ 800.00	\$ 190.00
Additional hourly rate if more needed	\$ 65.00	\$ 65.00	\$ 75.00	\$ 45.00
● Coon Rapids Resident, Non-Profit or Business	\$ 340.00	\$ 570.00	\$ 800.00	\$ 190.00
● Non-Resident	\$ 400.00	\$ 680.00	\$ 925.00	\$ 250.00
Additional hourly rate if more needed	\$ 105.00	\$ 120.00	\$ 145.00	\$ 50.00
<b>Civic Rooms A &amp; B rental rates:</b>				
● Coon Rapids Civic, Athletic or Public	\$ 120.00	\$ 200.00	\$ 660.00	\$ 140.00
● Coon Rapids Resident, Non-Profit or Business	\$ 220.00	\$ 480.00	\$ 660.00	\$ 140.00
● Non-Resident	\$ 260.00	\$ 570.00	\$ 760.00	\$ 190.00
Additional hourly rate if more needed	\$ 75.00	\$ 80.00	\$ 90.00	\$ 40.00
<b>Civic C rental rates:</b>				
● Coon Rapids Civic, Athletic or Public	\$ 50.00	\$ 90.00	\$ 140.00	\$ 50.00
● Coon Rapids Resident, Non-Profit or Business	\$ 90.00	\$ 120.00	\$ 140.00	\$ 50.00
● Non-Resident	\$ 110.00	\$ 140.00	\$ 165.00	\$ 60.00
Additional hourly rate if more needed	\$ 30.00	\$ 40.00	\$ 65.00	\$ 12.00
<b>Kitchen rental rates:</b>				
If beer/wine/liquor, add	\$ 180.00	\$ 360.00	\$ 360.00	\$ 180.00
Hourly rate for police officer if past closing	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00
<b>Auditorium style set-up:</b>				
full banquet	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
one room	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
<b>Gazebo (without renting the Banquet Facility)</b>	\$ 50.00	\$ 100.00	\$ 100.00	\$ 100.00

- Monday-Thursday rates are based on a 4 hour rental.
- Friday and Saturday Banquet Facilities Package prices include Civic Rooms A, B, & C, Kitchen, Arts & Craft Room, Conference Room 5, easel, screen, projector, microphone.
- Friday rate is based on an 8 hour rental.
- Saturday rate is based on a 16 hour rental.
- Sunday is an hourly rental with a 4 hour minimum to start.

\*Banquet Facility cannot be split up until 6 months prior to even date.

Note: 25% discount allowed if banquet Rooms are available 45 days or less from date of event.

**CONFERENCE ROOMS, ARTS & CRAFTS ROOM AND RECREATION ROOM:**

● Coon Rapids Civic, Athletic or Public	No charge up to 8 hours per month.
● CR Resident, CR Non-Profit or CR Business (Mon-Thurs)	\$45 for first 4 hours Additional hours are \$15 per hour

● CR Resident, CR Non-Profit or CR Business (Friday-Sunday)	\$70 for first 4 hours Additional hours are \$15 per hour
● Non-Resident (Monday-Thursday)	\$70 for first 4 hours Additional hours are \$15 per hour
● Non-Resident (Friday-Sunday)	\$90 for first 4 hours Additional hours are \$15 per hour

**DAMAGE DEPOSIT:**

● \$500 for Banquet Rooms	Due 30 days prior to event
● \$250 for Civic Rooms A & B	Due 30 days prior to event
● \$175 for Civic Rooms A & B	Due 30 days prior to event
● \$75 for Civic Room C	Due upon application
● \$50 for Conference Rooms	Due upon application

**EQUIPMENT RENTALS RATES (including sales tax):**

● Additional Plate	\$0.50/item; replacement cost \$5.00/item
● Candle Votives	\$0.50/each; replacement cost \$2.00/item
● Chocolate Fountain	\$20.00; replacement cost \$50.00
● Coffee Cups & Saucers	\$0.50/item; replacement cost \$5.00/item
● Coffee Maker*	\$10
● Coffee Servers	\$3.00/item; replacement cost \$15.00/item
● Goblets	\$0.50/item; replacement cost \$5.00/item
● Ice Votives	\$0.50/each; replacement cost \$2.00/item
● LCD Projector, DVD/VCR Player	\$50
● Microphone*	\$10
● Mirror Squares	\$1.00/each; replacement cost \$5.00/item
● Napkins	\$0.45 each
● Outdoor Gas Grill	\$20 each
● Outdoor Wedding Chairs	\$1.65/\$2.75 each plus delivery/pickup
● Piano	\$50
● Pitchers	\$1.00/item; replacement cost \$5.00/item
● Place Setting - Plate & 3-Piece Flatware	\$1.50/item
● Portable Speaker System	\$25
● Portable Speaker System*	\$25
● Projection Screen*	\$5
● Projector (bring your own laptop & cable)	\$50
● Punch Bowls	\$5.00/each; replacement cost \$40.00/item
● Regular Easel*	\$5
● Salt and Pepper Shakers	\$1.50/set; replacement cost \$4.00/set
● Slide or Overhead Projector*	\$5
● Small TV/VCR/DVD*	\$5
● Tablecloths (round and 8 foot)	\$4.50 each
● Wedding Chairs	\$3.50/each; replacement cost \$55.00/item
● White Board Easel*	\$5

\*Civic, Athletic and Public exempt.