

# RUSH CENTER 2019 PRICE GUIDE

<b>Rental Space</b>	<b>Weekday Rate</b> (Minimum requirement of 2 hour rental)	<b>Weekend Rate</b> (requires a minimum of a 4 hour timeline)
<b>CONFERENCE ROOM</b> (\$25.00/hour)	<b>\$50.00</b> and up	<b>\$100.00</b> and up
<b>TRAINING ROOM</b> (\$35.00/hour)	<b>\$70.00</b> and up	<b>\$140.00</b> and up
<b>EVENT ROOM</b> (\$50.00/hour)	<b>\$100.00</b> and up	<b>\$200.00</b> and up
<b>ENTIRE ANNEX BUILDING</b> (\$110.00/hour)	<b>\$220.00</b> and up	<b>\$440.00</b> and up

## **CONFIRMING YOUR RESERVATION:**

*Reservations will only be confirmed once full payment for your rental has been received and processed. Full rental payment includes the separate \$100.00 Cleaning Deposit.*

## **CLEANING DEPOSIT:**

All rentals require a separate \$100.00 cleaning deposit to be left on file with us during your event. The cleaning deposit is completely refundable, pending the space and/or equipment is not damaged AND all cleaning policies are followed before completing your rental.

## **CANCELLATION POLICY:**

Over two weeks notice before reservation date.....**100%** of rental rate is eligible for a refund.  
 Less than two weeks notice before reservation date.....**50%** of rental rate is eligible for a refund.  
 Less than one week notice before reservation date..... **0%** of rental rate is eligible for a refund.

## **RESCHEDULING POLICY:**

Over two weeks notice before reservation date.....No additional fees.  
 Less than two weeks notice before reservation date.....**\$15.00** fee.

For more information visit us online at [www.rushcenteratl.org](http://www.rushcenteratl.org)