

Cleaning Deposit:

All rentals require a separate \$100 cleaning deposit to be left on file with us during your reservation. This cleaning deposit is completely refundable, pending the space and/or equipment have not been damaged AND all cleaning policies are followed before completing your rental.

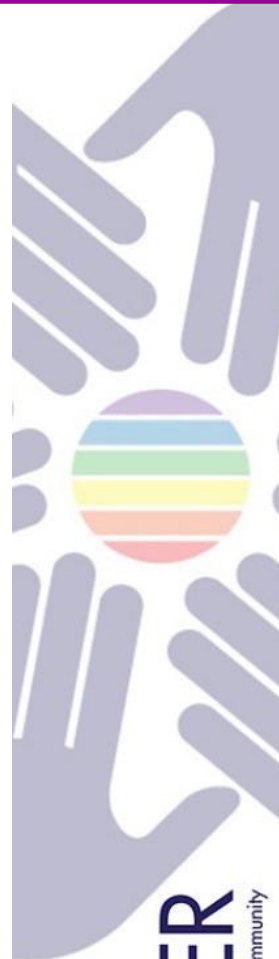
Cancellation Policy:

- Over two-week's notice before reservation date = **100%** of rental rate is eligible for a refund.
- Less than two-week's 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.

Reservation Confirmations:

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.

For more information about reservations, please visit our website at
WWW.RUSHCENTERATL.ORG



THE PHILLIP
**RUSH
CENTER**
Supporting Atlanta's LGBT Community



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**THE RUSH CENTER
ANNEX BUILDING**

**328 Mell Avenue, Suite B
Atlanta, GA 30307**

**WWW.RUSHCENTERATL.ORG
Email: info@rushcenteratl.org**

2019 Rental Rates:

Rental Space	Weekday Rate (Minimum of 2 hour rental)	Weekend Rate (Minimum of 4 hour rental)
Conference Room (\$25.00/hour)	\$50.00 and up	\$100.00 and up
Training Room (\$35.00/hour)	\$70.00 and up	\$140.00 and up
Event Room (\$50.00/hour)	\$100.00 and up	\$200.00 and up
Entire Annex Building (\$110.00/hour)	\$220 and up	\$440 and up



The Event Room:

- 90 folding chairs (black)
- 5-10 non-folding chairs (navy cushions)
- 20 rectangular tables (Dimensions: 2ft wide X 5.5ft long)
- 1 overhead projector** connected to a receiver with 4-speaker surround sound
- 1 Blu-ray/DVD player
- 1 P/A system with 1 mic set-up
- 1 Podium and/or audio cart.

The Training Room:

- 20 chairs (navy cushions)
- 6 rectangular tables (Dimensions: 2ft wide X 5.5ft long)
- 2 dry erase boards (4ft X 6ft)
- 1 large screen monitor**

The Conference Room:

- 10 chairs (navy cushions)
- 1 large executive conference table
- 1 dry erase board (4ft X 6ft)

The Rush Center exclusively rents its facilities to non-profit organizations and grassroots community groups whose work is LGBTQIA+ centered and is in alignment with our mission and values.