

**FALKIRK CULTURAL CENTER
RENTAL FEES AND DEPOSITS**

Office number:(415) 485-3328/Fax number: (415) 485-3404/Office hours: Tues-Fri, 1-5pm, Sat. 10am-1pm

All Falkirk rentals include use of the first floor and verandah, use of the grounds, public parking, tables and chairs and changing room	Non-Profit Organizations (Tax I.D. # Required) Proof of IRS 501C3 Status	Private Use & Non-Profit Fundraising Events	Commercial Groups
Monday-Thursday Reservation/Damage Refundable Deposit: \$250	\$40 per hour (2 hour min)	\$60 per hour (2 hour min.)	No rentals
Fridays and Sundays Reservation/Damage Refundable Deposit \$250	\$60 per hour (4 hour min)	\$100 per hour (4 hr min)	No rentals
Saturdays Summer Season – Apr 15 – Oct. 14th Fire Authority Max. Capacity: 125 First Floor and Verandah 125 Reservation/Damage Refundable Deposit: \$500	\$132 per hour (6 hour min)	\$200 per hour (6 hour min)	No rentals
Winter Season – Oct 15 – Apr 14 First Floor only Fire Authority Max. Capacity: 100 Reservation/Damage Refundable Deposit: \$500	\$100 per hour (6 hour min)	\$150 per hour (6 hour min)	No rentals
Long Term Rental Fire Authority Max. Capacity: 100 Reservation/Damage Deposit: \$100	\$30 per hour Min. 6 rentals per year On one rental agreement	\$45 per hour Min. 6 rentals per year On one rental agreement	No rentals
Print Ads	\$1,000 per day		
Film Rates	\$1,000 per day Local/Independent		
Commercial Ads	\$3,000 per day		
Film Shoots	\$5,000 per day- Feature Films		

All Deposits are paid at time of booking. Full payment of all fees due 45 days prior to event.

We accept VISA, MasterCard, checks (payable to the City of San Rafael), and/or cash.

Liability insurance is required for all major and alcoholic events (Any non-profits selling, asking a donation for or giving away alcohol require a Liquor License). Premium is \$144.48 without alcohol or \$170.39 with alcohol on most events and is non-refundable.

ALL contracted time MUST include your decoration & clean-up time. Your event is required to end one hour before your contracted end time. Refund of any fees and/or deposits take 3-4 weeks to process.