The City Library

Fee Schedule for Use of Salt Lake City Public Library System Meeting Rooms

CLEANING FEES

	Estimated Attendance				
	1-49	50-99	100-149	150-199	200+
Light Refreshments*	$25	$50	$75	$100	$125
Boxed Meals & Party Trays*	$50	$75	$100	$125	$150
Catered Meals*	$100	$150	$200	$250	$300

**nonrefundable*

- Catering only available with **Category 2** and above
- Rental Deposit** (**Category 5** only): $300 deposit
- Use of Catering Kitchen** (Available for **Category 2** and above): $300 deposit

*** This amount if fully refundable provided the user has satisfactorily complied with all conditions for use of the space as set forth in the policy.*

AUDIOVISUAL EQUIPMENT*

LCD Projector (Auditorium)	$50
LCD Projector (All other meeting rooms)	$20
Slide Projector (Auditorium)	$50
Slide Projector (All other meeting rooms)	no charge
Microphone(s)	no charge
Opaque Projector	no charge
Overhead Projector	no charge
TV/VCR or TV/DVD	no charge

Please note, the library does not rent or loan personal computers to meeting room users. If your program includes a PowerPoint or online presentation, you must provide your own computer. Mac users should also bring a VGA adapter.

FURNISHINGS*

Piano (*available in the Auditorium only)*	$20
6' tables	no charge
31" x 31" tables	no charge
Chairs *(stackable chairs available in meeting rooms only)*	no charge
Podium	no charge
Easel(s)	no charge

***Availability is limited**

STAFF SUPPORT

AV Technician	$20/hourly
Maintenance Technician	$20/hourly
Additional staff support as needed	$20/hourly
Security	$25/hourly

5/7/08