



COVENTRY P.E.A.C.E. CAMPUS RENTAL RATES

ROOM	Non-Member Rate		Member-Sponsored Rate	
	Business Hours	After Hours	Business Hours	After Hours
Central Space	\$50/hr.	\$60/hr.	\$25/hr.	\$35/hr.
Lower Level Stage Area	\$50/hr.	\$60/hr.	\$25/hr.	\$35/hr.

RENTAL PARAMETERS:

- » Reservations cannot be made more than 6 months in advance. Dates further out can be requested, but will not be guaranteed until 6 months prior to the event.
- » A reservation is not guaranteed without a signed contract and payment. Reservations are made on a first come, first served basis.
- » Events must be free of charge. If you would like to make a reservation for an event where you are planning to charge a ticket price or are holding a fundraiser, please call Coventry PEACE Campus (CPC) to discuss your event prior to making a reservation. Additional charges may apply.
- » We require a 2 hour minimum for all rentals.
- » All rentals include 30 minutes for setup and 30 minutes for cleanup, included in the 2-hour minimum.
- » A \$50 security and cleaning deposit is due at time of rental reservation. The security deposit will be returned, after inspection of facility has been made, unless there are damages or other violations to the rental agreement.
- » Any rental contract less than \$500 is due in full when the contract is signed and returned.
- » Rental contracts \$501 and higher require half of the rental cost at the time of reservation. The remaining balance is due 30 days prior to the event.
- » CPC does not place any restrictions on food or caterers.
- » If alcohol is served, CPC requires that an off-duty police officer be present at the event at renter's expense. CPC will arrange the security contract. Additional charges apply.