

**FACILITY RENTAL FEE SCHEDULE**  
**2010 – 2011**

<b>Room</b>	<b>Capacity</b>	<b>Fee</b>
• Conference Room	14 people (conference table)	\$75.00
• Classroom	25-30 people (428 Sq. ft., classroom style)	\$120.00
• Outdoor Areas	25+ people (picnic benches and Chickees)	\$100.00
• Orientation Theater	up to 50 people	\$200

**Equipment/Services User Fees**

- TV/VCR or TV/DVD \$40.00
- Screen or Easel & Pads \$15.00 each
- Use of 30 cup Coffee Pot \$20.00 each (Includes: coffee, sugar/sweetener, creamer, cups)
- Bottled water with ice \$.50 per bottle
- Conference Call \$25.00 flat rate
- WebEx (must use Conference call as well) \$50.00 flat rate
- LCD projector & Laptop \$50
- Wireless FREE

**Other:**

- All organizations are required to pay a non-refundable \$100 deposit at the time of reservation, this will be applied to the total fee.
- Unless otherwise indicted, all above fees are for 4 hour intervals and are then are pro-rated on an hourly basis after the first 4 hours.
- Final payment is due five (5) business days prior to the event date, an estimate of the final invoice will be sent at time of reservation
- Mail payment to:

**Ah-Tah-Thi-Ki Museum**  
 Attn: Facility Rental/Jean Amritt  
 4161 N. State Road 7  
 Hollywood, FL 33021

**HOW TO RESERVE A MEETING ROOM**

- Contact Jean Amritt (954) 964-5201 for dates and spaces available
- Complete reservation form giving particulars of event, set-up, & equipment needed
- Send completed form via fax (954) 963-1494 or by email to [jamritt@semtribe.com](mailto:jamritt@semtribe.com)