

## COLLIER COUNTY PUBLIC LIBRARY - MEETING ROOM FEES

| Facility  | Category I.<br>Non-Profit<br>Organizations<br>Rate Per Hour | Category II.<br>All Others,<br>including For<br>Profit |
|---|---|--|
| <b>CONFERENCE AND SMALL GROUP ROOMS:</b>  |   |  |
| Golden Gate – Conference Room   | \$10.00   | \$20.00  |
| Marco Island – Conference Room  | \$10.00   | \$20.00  |
| Estates – Conference Room   | \$10.00   | \$20.00  |
| South Regional – Small Group Study Room   | \$10.00   | \$20.00  |
| <b>SMALL MEETING ROOMS, NO ELECTRONICS</b>  |   |  |
| East Naples – Meeting Room  | \$15.00   | \$25.00  |
| Estates – Large Meeting Room  | \$15.00   | \$25.00  |
| Immokalee – Meeting Room Parts A & B  | \$15.00   | \$25.00  |
| Immokalee – Meeting Room Part A or Part B   | \$10.00   | \$20.00  |
| Naples – Small Meeting Room   | \$10.00   | \$20.00  |
| <b>LARGE MEETING ROOMS/AREAS, WITH ELECTRONICS</b>  |   |  |
| HQ Library – Sugden Theater (incl. speakers/microphone)   | \$75.00   | \$125.00   |
| HQ Library – Courtyard  | \$75.00   | \$125.00   |
| Naples Regional – Rees Meeting Room (incl. speakers/microphone)   | \$25.00   | \$50.00  |
| Marco Island – Rose Hall <sup>1</sup>   | No charge   | \$75.00  |
| South Regional – Meeting Rooms A & B (incl. speakers/microphone)  | \$75.00   | \$125.00   |
| South Regional – Meeting Room A <b>or</b> B (incl. speakers/microphone)   | \$40.00   | \$75.00  |
| <b>SMALL STUDY ROOMS</b>  |   |  |
| Golden Gate – Small Study Rooms   | \$5.00  | \$10.00  |
| Immokalee – Small Study Room  | \$5.00  | \$10.00  |
| South Regional – Individual Study Rooms   | \$5.00  | \$10.00  |
| <b>COMPUTER LABS</b>  |   |  |
| Estates Branch – Computer Lab   | \$50.00   | \$100.00   |
| Immokalee – Computer lab  | \$50.00   | \$100.00   |
| <b>Added Charges: (per reservation, not per hour)</b>   |   |  |
| Projector and/or Internet connection (if available)   | \$25  | \$50   |
| Food Service  | \$20  | \$50   |
| HQ Courtyard Chairs   | \$1 each  | \$1 each   |
| HQ Courtyard Stage Lighting   | \$25  | \$50   |
| HQ Courtyard Speakers/microphone  | \$25  | \$50   |
| South Regional ‘after hours use’ <sup>2</sup>   | \$31  | \$31   |
| Small group rooms for volunteer literacy tutors or individuals needing a quiet study space.   | No charge   | N/A  |
| Computer Software other than MS Office/Internet Connection - <i>Must have legal right to install requested software. Two weeks’ notice for installation required.</i> | \$25.00   | \$25.00  |

1. Marco Island Rose Hall: Use of Rose Hall by non-profit organizations based on Marco Island is free of charge. The Marco Island Community raised funds to build the facility. For-profit groups do pay the ‘Category II’ fee listed.

2. South Regional ‘after hours use’ must start before Library closes and can continue until 10 p.m. Fee is hourly fee charged by County Facilities Management for Security Officer. After hours use applies only to the Meeting Rooms A and B. Security Guard will ensure building is locked after use. If Guard is used primarily to lock facility and ensure participants have left it in good condition, fee will be charged for only 1 hour.

1. All rates are charged in one (1) hour increments.
2. Library Meeting facilities may be scheduled for non-library sponsored events and meetings.
3. Category I Organizations that are not tax-exempt are required to pay sales tax.
4. Category II Organizations are required to pay sales tax.
5. Verification of non-profit tax-exempt status will be required.
6. All libraries shall remain open to the public for normal library activities and hours when facilities are used by outside groups.