



### FHS Meeting Space Rental Rates

Rental rates are listed in 4-hour time blocks. Rental includes large meeting room, lobby/reception area and exhibit hall as well as free on-site parking. Tours of the FHS Library & Archives are available upon request at no additional charge (subject to staff availability).

**\$200 security deposit required to secure booking. You will receive an invoice for the final amount (minus deposit) after your event.**

Room	Capacity	Rental Fees Non-Members	Rental Fees Members
Large Meeting Room + Lobby + Exhibit Hall	Up to 110 total guests	\$500	\$300
Large Meeting Room + Lobby + Exhibit Hall	Up to 50 total guests	\$400	\$250
Large Meeting Room + Lobby + Exhibit Hall	25 guests or less	\$300	\$200
Additional Hours each**		\$75	\$75
Janitorial fees	50 guests or less	\$50	\$50
	51 or more guests	\$100	\$100
Technology Fee*	All events unless tech not used.	\$75	\$75

\*Technology usage fee includes use of computer (no laptop or other mobile devices available) and A/V system - projector, speakers & microphones.

\*\*Extended hours are priced at \$100 per additional hour. (Use of the rental space outside regular business hours (M-F) is subject to staff availability & must be approved by FHS. The space is not rented on days when FHS is closed (i.e. weekends, holidays).)