|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Check all that apply | Building | Rent / Deposit | City Residents  Rent / Deposit | Min.Security Personnel Req’d \*  (when alcohol is at an event) | Max No. persons w/o Tables set up | Tables &  Chairs (available and permitted by Fire Marshal) | Available by request  (only if noted) | Start and  Required End Lease Time |
|  | **MLK Center**  **608 Martin Luther King Dr.** | **$250 / $125** | **$150 / $125** |  | **50** | **9 Tables**  **54 Charis** |  | **8 AM -Midnight** |
|  | **Southside Center**  **403 Fourth St.** | **$275 / $140** | **$175 / $140** |  | **75** | **15 Tables**  **50 Chairs** |  | **8 AM - Midnight** |
|  | **Civic Center Auditorium**  **112 Frog Festival Drive** | **$650 / $325** | **$550 / $325** | **2** | **900** | **40 – Six Foot Tables**  **30 – Sixty Inch Round**  **480 Chairs** | **Ice Machine; Stage;**  **Back Drop** | **8 AM -Midnight** |
|  | **Civic Center Mural Room**  **110 Frog Festival Drive** | **$400 / $200** | **$300 / $200** | **1** | **150** | **16 – Six Foot Tables**  **150 Chairs – No Round Tables** |  | **8 AM -Midnight** |
|  | **Civic Center Ball Room**  **401 Gossen Memorial Drive** | **$500 / $250** | **$400 / $250** | **1** | **350** | **50 - Six Foot Tables**  **300 Chairs- No Round Tables** | **Stage and Back Drop ONLY** | **8 AM -Midnight** |
|  | **Civic Center Green Room**  **318 Gossen Memorial Dr.** | **$375 / $190** | **$275 / $190** | **1** | **75** | **15 Tables**  **143 Chairs** |  | **8 AM - Midnight** |
|  | **Civic Center Green Room & Pool (3 Hrs.) Weekday\*\*** | **$500 / $250** | **$400 / $250** |  | **30** | **N/A** |  | **See Below** |
|  | **Civic Center Green Room & Pool (3 Hrs.) Weekend\*\*** | **$450 / $225** | **$350 / $225** |  | **30** | **N/A** |  | **See Below** |
|  | **Entire Civic Center** | **$1250 / $625** | **$1150 / $625** | **To Be Determined by RPD** |  |  |  |  |
|  | **Civic Center Auditorium and Ball Room** | **$1000 / $500** | **$900 / $500** | **To Be Determined by RPD** |  |  |  |  |
|  | **Civic Center Auditorium and Mural Room** | **$900 / $450** | **$800 / $450** | **To Be Determined by RPD** |  |  |  |  |
|  | **Pavilion** | **$650 / $325** | **$550 / $325** | **To Be Determined by RPD** |  |  |  |  |
|  | **Depot Square** | **Mayor Approval** | **Mayor approval** | **To Be Determined by RPD** |  |  |  | **To Be Determined by Mayor** |
|  | **Parade / March / Pavilion & Festival Grounds** | **To Be Determined** | **To Be Determined** | **To Be Determined by RPD** |  |  |  |  |

***\*\*Green Room Pool- rental period is May-September weekdays: 5:30-8:30 PM Building & Pool (3 hrs.) Pool for Weekends: 12:30 PM to 3:30 PM or from 5:00 PM to 8:00 PM or all day (all day pricing is for 6hrs. rental not 3 hrs.). \*\****

***All renters of City owned buildings need to vacate the building by midnight. The only activity allowed after midnight is clean-up until 1 AM. Security must be onsite until tenants has locked and vacated the building. Any tenants requesting a time extension beyond midnight, must have Council approval at least one month prior to rental date. It is the tenant’s responsibility to ask to be on the Council agenda one (1) week prior to the meeting***

**(To hold the building for an extra day there will be an additional fee of half of Rent.)**

***Stage Setup Fee - $150 – NOTE: only City of Rayne employees are allowed to set-up the stage during their normal work hours.***