

# MSSCA - Conference Room Rental Rates & Information

---

**Conference Room rental includes:** the use of restrooms, vending machines, and water fountains; the use of breakroom microwave and coffee maker (grounds not included); the use of HDMI overhead projector, whiteboards, tables and chairs, Wi-Fi internet connection, and non-long-distance conferencing telephone service. The conferencing phone equipment can record your meeting to an SD card (not provided); great for Board meetings!

⚠ *This is a Tobacco-Free Campus; no tobacco products of any type are allowed in the facility or to be used on the property.*

❖ **Setup and cleanup must take place during your rental time slot.** Excessive cleaning fee of \$100/hour; billed in 1-hour increments. Tidy up!

❖ Saturday or Sunday rental available by special arrangement and pricing with advance notice. Call 907-352-1200 to request.

<b><u>Normal Rate</u></b> Monday - Friday Only	<b><u>Per Hour</u></b> (8am - 5pm)	<b><u>Half Day</u></b> (7-12:30 <u>or</u> 12:30-6)	<b><u>Full Day</u></b> (7am - 6pm)	<b><u>Evening</u></b> (5pm - 8:30pm)
Conference Room #103 (approx. 585 ft <sup>2</sup> )	\$40	\$150	\$275	\$200
Conference Room #104 (approx. 700 ft <sup>2</sup> ) (has a 5ft counter & sink)	\$55	\$175	\$325	\$225

<b><u>Nonprofit Rate</u></b> Monday - Friday Only	<b><u>Per Hour</u></b> (8am - 5pm) <i>Four hours max</i>	<b><u>Half Day</u></b> (8-12:30 <u>or</u> 12:30-5)	<b><u>Full Day</u></b> (7am - 6pm)	<b><u>Evening</u></b> (5pm - 8:30pm)
Conference Room #103 (approx. 585 ft <sup>2</sup> )	Free	Free	\$125	\$100
Conference Room #104 (approx. 700 ft <sup>2</sup> ) (has a 5ft counter & sink)	Free	Free	\$150	\$100