



KING-KENNEDY MEMORIAL CENTER RENTAL INFORMATION

General Information:

- Rental must be made at least ten (10) working days before a facility use.
- NO ALCOHOL is allowed in the building or the immediate grounds around the building. Alcohol is allowed in the park by permit only.
- Payment for uses within 30 days must be by cash, Visa or MasterCard, money order or cashiers check only - no personal checks.
- Rental hours must include setup and clean up time. Rental hours are consecutive and may not be broken up throughout the day.
- Set up is the responsibility of the renter, unless arranged and paid for at least 10 working days prior to the event.
- A damage/cleaning deposit is required for all building rentals. This refundable deposit is an amount equal to ½ the total rent, or \$100, which ever is greater.
- Discount rates are available Monday through Thursday only for 501(c)(3), (c)(4), and (c)(9) non-profit status groups. All fundraisers are at full fee.
- Generally only one rental is allowed per day. However, a second use may be allowed if there is at least two (2) hours between facility uses. A second use requires an \$85 custodial fee for clean up between the two events.
- Security guards, insurance and other permits may be required for some events.

KING-KENNEDY MEMORIAL CENTER

601 S. Martin Luther King Dr., 95351 In Mellis Park, at California St.

Capacity: Auditorium: 158 - 338 Classroom A: 35 seated

Rental includes: 10 round tables, 20 rectangular tables, 150 chairs, 2 ovens, stove, 2 sinks, dishwasher and refrigerator

Rental Fees:

Entire Facility \$334 - 5 hr. minimum, \$19 each added hour
Room A Classroom \$ 82 - 2 hr. minimum, \$19 each added hour

Additional Staffing Fee: 7pm to Midnight - \$16/hr

Plus refundable damage/cleaning deposit (equal to ½ the rent total, but not less than \$100)

Sound system/microphone available for use with rental: \$28

Facility Set-up: Set-up must be arranged at least 2 weeks prior to the rental date. Additional fees apply.