

ST. JOHN COMMUNITY CENTER

RENTAL RATES & PERSONNEL CHARGES

| ROOM | SQUARE FOOTAGE | RENTAL | DAMAGE DEPOSIT | SET-UP FEE* | SET UP/ TEAR DOWN DAYS** |
|---------|----------------|--------|----------------|-------------|--------------------------|
| Atrium | 4,000 sq. ft. | \$925 | \$500 | \$250 | \$ 300 |
| Room A | 8,000 sq. ft. | \$1725 | \$500 | \$500 | \$ 500 |
| Room B | 18,000 sq. ft. | \$2350 | \$500 | \$700 | \$ 700 |
| Kitchen | (Room B Only) | \$ 175 | ---- | ---- | ----- |

***Set up fee waived for River Parish Residents.**

****Set up/Tear down fee to be charged per 3 hour intervals if not on day(s) of rental.**

All holiday* rentals are to include an extra cost of \$500

Concerts of any kind will not be permitted

60 days advance notice must be given to book an event

*Holidays include: New Years Day, Martin Luther King, Jr. Day, Lundi Gras, Mardi Gras, Good Friday, Memorial Day, Independence Day, Labor Day, All Saints Day, Veterans' Day, Thanksgiving Day, Day after Thanksgiving and Christmas Day. Holidays falling on a Saturday are normally observed on the preceding Friday. Holidays falling on a Sunday are normally observed on the following Monday. In addition, any day declared a holiday by the President of the United States, the Governor of the State of Louisiana, or the governing body of St. John the Baptist Parish shall be observed as an additional holiday.

BUILDING CAPACITY

(Standing Room)

| | |
|----------------------|-----------------------|
| Atrium..... | 250 (max allowed) 962 |
| Room A..... | 1,161 |
| Room B..... | 2,257 |
| Entire Building..... | 4,380 |

PERSONNEL CHARGES

| POSITION | HOURLY RATE |
|---------------------------------|----------------------------|
| Security Detail: | |
| St. John Parish Police..... | (minimum 4 hrs)..\$ 35.00 |
| | Holiday rate \$37.50 |
| Private Security*..... | \$13.85 (minimum 4 hrs) |
| | Holiday rate \$20.78 |
| St. John Parish Firewatch | available upon request |
| EMT | available upon request |

*Security detail is always required,
other services may be required due to the nature of your event*

* Private Security is allowed only when the Sheriff's Office is unavailable, subject to approval of event by the Sheriff's Office. Below is a list of Private Security Companies that have been approved.

1. Rollo V J Security Services Inc
429 W 5th Street, Ste B
LaPlace
985-652-8620

2. Lofton Security Service
299 Belle Terre Blvd.
LaPlace
985-651-4900