

## **Room Usage Fees and Capacity (Non-Catered Events)**

<b>Room</b>	<b>Room Capacity</b>	<b>Setup/Cleanup Fee</b>	<b>Rental Fee/Overtime Fee</b>	<b>Rental Time</b>
<b>Event Space</b>	125 Seated (Depending on set up)	\$75.00	\$250.00/\$25.00 per additional hour	Full Day/Evening (agreed upon hours)
<b>Event Space</b>	125 Seated (Depending on set up)	\$75.00	\$125.00/\$25.00 per additional hour	½ Day (agreed upon hours)
<b>Office Space/Conference Space</b>	35-38 Seated (Depending on setup)	\$25.00	\$50.00/\$25.00 per additional hour	½ Day/Full Day (agreed upon hours)
<b>Office Space/Conference Space</b>	35-38 Seated (Depending on setup)	\$25.00	\$60.00/\$25.00 per additional hour	Evening (agreed upon hours)
<b>Rooftop Patio</b>	15-20 Seated (Depending on setup)	\$20.00	\$50.00/\$25.00 per additional hour	½ Day/Full Day (agreed upon hours)
<b>Rooftop Patio</b>	15-20 Seated (Depending on setup)	\$20.00	\$55.00/\$25.00 per additional hour	Evening (agreed upon hours)

\* These fees are for non-catered events. Outside food is not permitted in any of the NBF event spaces. Catered event fees are to be determined by Catalyst Catering.

\*Setup fee is based on desired setup of the group/client. Cleanup fee refers to any of the NBF equipment (chairs, tables, trash after event).

\* (Agreed upon hours) refers to the hours in the agreed contract with group/client for the rental of any of the NBF event spaces. \$25.00 per additional hour will be applied, only if the time exceeds, the agreed upon hours.

\*1/2 day refers to events 4 hours or less. Full day refers to 5-8 hour events. Evening events refers to events after 5PM, ending at 11PM.