

Pleasant Valley Branch

5568 S. Adams Ave. Ogden, Utah

COSTS FOR ROOM***

ROOM*	CAPACITY Based on standing people	AVAILABILITY	FIXED EQUIPMENT Limited additional Audio/Visual Equipment Available**	10% discount Weber County Residents/Businesses or when two or more rooms are reserved together. 50% discount on Black Box Theater when used with Activity Center & Commercial Kitchen. ONLY ONE DISCOUNT MAY APPLY			Other than normal operating hours
				Day Use Mon-Sat 10 a.m. – 6 p.m.	Night Use Mon-Thurs 6 p.m. – 9 p.m.	Sunday Use (Sept-May) 1p.m. – 5 p.m.	
Auditorium (Full)	275	Available during regular Library hours and after hours	LCD Digital Projector/Screen Sound System Baby Grand Piano (\$20 fee category 2-4)	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$400	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Auditorium (East)	130	Available during regular Library hours and after hours	LCD Digital Projector/Screen Sound System Baby Grand Piano (\$20 fee category 2-4)	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$400	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Auditorium (West)	130	Available during regular Library hours and after hours	LCD Digital Projector/Screen Sound System	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	All Categories \$120/Hour
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$400	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Activity Center (Full)	100	Available during regular Library hours and after hours	2 - 42 inch LCD Monitors LCD Projector DVD/VHS Player Video Graphics Adapter (VGA) Sound System	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$350	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Activity Center (North)	30	Available during regular Library hours and after hours	42 inch LCD Monitor LCD Projector/Screen Video Graphics Adapter (VGA) Small Sink	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$350	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Activity Center (South)	30	Available during regular Library hours and after hours	42 inch LCD Monitor DVD/VHS Player Video Graphics Adapter (VGA) Small Sink	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	
				Category 2 - \$25	Category 2 - \$50	Category 2 - \$25	
				Category 3 - \$300	Category 3 - \$350	Category 3 - \$300	
				Category 4 - \$350	Category 4 - \$500	Category 4 - \$350	
Boardroom	18	Available during regular Library hours and after hours	LCD Projector/Screen Sound System DVD/VHS Player Video Graphics Adapter (VGA) Small Sink/Small Refrigerator	Category 1 - \$10	Category 2 - \$15	Category 2 - \$10	
				Category 3 - \$70	Category 3 - \$90	Category 3 - \$70	
				Category 4 - \$120	Category 4 - \$150	Category 4 - \$120	
				Category 4 - \$120	Category 4 - \$150	Category 4 - \$120	

* Food may be served, non-refundable cleaning fee applicable
 ** Limited availability: slide projector, wireless microphone, microphone with stand, TV/VCR and TV/DVD, portable whiteboards, easels, overhead projector
 *** May involves additional staff fees, AV Technician \$20/Hr, Maintenance Technician \$20/Hr, Additional Support Staff \$20/Hr, Security Staff \$25/Hr- needs branch manager approval

User Categories

Category 1 – Library Programs, Community Groups, Governmental or Not-for-Profit Use – Open to general Public.

Category 2 – Community Groups, Not-for-Profit Use – Closed to the general Public. (Examples: Homeowner Associations, Recitals, non-public education)

Category 3 – Non-commercial use. Closed to the general public. (examples: Weddings, reunions, retirement dinners, birthday parties)

Category 4 – Promotional/Commercial Use. Doesn't matter if open or closed to public. (Examples: Investment seminars, employee training).

Cleaning Fees – Non-Refundable (no discount available)

	1 - 49	50 - 99	100+
Light Refreshments	\$10	\$25	\$50
Boxed Meals	\$25	\$50	\$75
Catered Meals	\$75	\$100	\$150

COSTS FOR ROOM***

10% discount Weber County Residents/Businesses or when two or more rooms are reserved together
50% discount on Black Box Theater when used with Activity Center & Commercial Kitchen
ONLY ONE DISCOUNT MAY APPLY

ROOM*	CAPACITY Based on standing people	AVAILABILITY	FIXED EQUIPMENT Limited additional Audio/Visual Equipment Available**	COSTS FOR ROOM***				Other than normal operating Hours
				Day Use Mon-Sat 10 a.m. – 6 p.m.	Night Use Mon-Thurs 6 p.m. – 9 p.m.	Sunday Use (Sept-May) 1p.m. – 5 p.m.	All Categories \$300/Hour	
Black Box Theater (Library Staff Required) AV technician \$20/hr	Stadium Seating 275	Available during regular Library hours and after hours	LCD Digital Projector/Screen Surround Sound System Theater Lighting	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	All Categories \$300/Hour	
				Category 2 - \$100	Category 2 - \$120	Category 2 - \$100		
				Category 3 - \$350	Category 3 - \$500	Category 3 - \$500		
				Category 4 - \$400	Category 4 - \$750	Category 4 - \$400		
Amphitheater	275+	Available during regular Library hours and after hours	Exterior Lighting Sound System 120V Power	Category 1 - \$0	Category 1 - \$0	Category 1 - \$0	All Categories \$300/Hour	
				Category 2 - \$100	Category 2 - \$120	Category 2 - \$100		
				Category 3 - \$350	Category 3 - \$350	Category 3 - \$300		
				Category 4 - \$400	Category 4 - \$750	Category 4 - \$400		
Commercial Kitchen****	NA	Available during regular Library hours and after hours	Restaurant Range Refrigerator/Freezer Commercial Microwave Cooking and Holding Systems Countertop Steamer Globe Mixer Ice Machine Bunn Coffee Maker	Category 1 - \$100	Category 1 - \$100	Category 1 - \$100	All Categories \$400/Hour	
				Category 2 - \$100	Category 2 - \$100	Category 2 - \$100		
				Category 3 - \$150	Category 3 - \$175	Category 3 - \$150		
				Category 4 - \$200	Category 4 - \$250	Category 4 - \$200		

* Food may be served, non-refundable cleaning fee applicable
** Limited availability: slide projector, wireless microphone, microphone with stand, TV/VCR and TV/DVD, portable whiteboards, easels, Overhead Projector
*** May involves additional staff fees, AV Technician \$20/Hr, Maintenance Technician \$20/Hr, Additional Support Staff \$20/Hr, Security Staff \$25/Hr- needs branch manager approval
**** Requires Library Staff Approval for Kitchen Equipment Usage

User Categories

Category 1 – Library Programs, Community Groups, Governmental or Not-for-Profit Use – Open to general Public.	Cleaning Fees – Non-Refundable (no discount available)			
	1 - 49	50 - 99	100+	Estimated Attendance
Category 2 – Community Groups, Not-for-Profit Use – Closed to the general Public. (Examples: Homeowner Associations, Recitals, non-public education)	\$10	\$25	\$50	\$75
Category 3 – Non-commercial use. Closed to the general public. (examples: Weddings, reunions, retirement dinners, birthday parties)	\$25	\$50	\$75	\$150
Category 4 – Promotional/Commercial Use. Doesn't matter if open or closed to public. (Examples: Investment seminars, employee training).	\$75	\$100	\$150	