

GLENDALE PUBLIC LIBRARY
 SCHEDULE OF MEETING SPACE FEES
 Effective July 1, 2009

DATE: 7/20/09

LOCATION	SEATING	RENTAL HOURS	GLENDALE INDIV. AND GROUPS	NON- GLENDALE INDIV. AND GROUPS	FEE DESCRIPTION
Casa Verdugo Branch Meeting Room 1151 N. Brand Blvd. For reservations call: (818)548-2047, Monday – Thursday, 1 PM to 5 PM	35	LIBRARY OPEN HOURS OR BASED ON STAFF AVAILABILITY	\$15 \$25	\$30 \$40	per hour when open per hour when closed 2 hr. min./Open Days 3 hr. min./Closed Days
Montrose-Crescenta Branch Meeting Room 2465 Honolulu Ave., Montrose For reservations call: (818)548-2048, Monday – Thursday, 1 PM to 5 PM	75	LIBRARY OPEN HOURS OR BASED ON STAFF AVAILABILITY	\$15 \$25	\$30 \$40	per hour when open per hour when closed 2 hr. min./Open Days 3 hr. min./Closed Days
Library Connection @ Adams Square 1100 E. Chevy Chase Dr. For reservations call: (818)548-3833, Monday – Thursday, 1 PM to 5 PM	50	LIBRARY CLOSED HOURS	\$25	\$40	per hour when closed 2 hr. min./Open Days, Closed Hours 3 hr. min./Closed Days
Chevy Chase Branch Library 3301 E. Chevy Chase Dr. For reservations call: (818)548-2047, Monday – Thursday, 1 PM to 5 PM	200	LIBRARY CLOSED HOURS	\$200 \$50 \$35	\$250 \$50 \$35	for 3 hours for each add. Hour Non-Refundable Maintenance Fee

PLEASE NOTE:

RECEPTION FEE: There will be a \$35.00 Reception Fee at all branch sites when food is served at event and/or for use of a kitchen.

TICKETED EVENT: Applies to an event where attendance is limited to paid ticket holders or there is a fee for attendance.

MAINTENANCE FEE: Set up and Staffing.

AVAILABILITY: These facilities are available for rental after hours subject to staffing availability and library operations. Contact site for Library Open Hours.

PARKING: Parking at all meeting room sites is limited during Library business hours. Except for events at the Brand Library, where parking is ample, users should make arrangements to locate nearby parking for attendees. Staff at each site can assist you.