



John P. Murzyn Hall Rental Rates

Rentals in 2018 will pay the 2018 rates, rentals in 2019 will pay the 2019 rates.

RENTAL INFORMATION	2018 RATES		2019 RATES	
	(Sun - Fri)	(Saturday)	(Sun - Fri)	(Saturday)
Hall/Kitchen/LaBelle Lounge w/Tax Included	\$1,028.40	\$1,586.82	\$1,059.25	\$1,681.71
Hall/Kitchen/LaBelle Lounge	\$960.00	\$1,481.00	\$988.80	\$1,569.86
Hall	\$735.00	\$1047.00	\$757.05	\$1189.82
LaBelle Lounge	\$220.00	\$301.00	\$226.60	\$319.06
Gauvitte, Prestemon, Edgemoor, or Keyes Room	\$175.00	\$195.00	\$180.25	\$206.70
Senior Center or Maittaire/McKenna Room	\$250.00	\$285.00	\$257.50	\$302.10

Rates, Fees, & Deposits are subject to State Sales Tax.

ALL RENTALS:

❖ **Pop/CO2 Use \$107.13/\$160.69/\$214.25**

All rentals of Murzyn Hall and the LaBelle Lounge are required to use the in-house pop dispensers behind the bar. Rates for groups, tax included: up to 175 people \$107.13, 176-250 people \$160.69, 251-375 people \$214.25.

❖ **Security Deposit \$150**

All paid rentals inside Murzyn Hall will be required to have a security officer. If deemed needed by the City, additional security may be added and charged to the lessee. When alcohol is being served security will start when alcohol service begins. For non-alcohol functions security will begin when dinner is being served. The officer is billed at an hourly rate of \$25 plus tax and will be deducted from the security deposit. Additional charges above the \$150 deposit will be deducted from the damage deposit.

❖ **Damage Deposit \$500**

The Damage Deposit will be refunded after your event less any damages or additional fees. The original payee will receive a check from the city or a refund on your credit card within 30 days of your event or sooner. (\$250/single room rentals)

DOWN PAYMENT: \$500 full Murzyn Hall rentals. \$100 single room rentals. Non-Refundable.

RENTAL TIMES: Friday Murzyn Hall 9:00 a.m. – 1:00 a.m.

Saturday & Sunday Murzyn Hall 12:00 noon – 1:00 a.m.

Early entry times are available, upon request, on Murzyn Hall rentals for an hourly fee of \$60 plus tax. All single room rentals have a 7 hour maximum rental limit.

A late fee will be assessed every 30 minutes after 1:00 a.m.

DISCOUNTED RATES: Residents owning a home or business in Columbia Heights are eligible for a 25% discount off of the rental fee.

4 hour events or less are eligible for a 25% discount off of the rental fee. *

2 hour events or less are eligible for a 50% discount off of the rental fee. *

*Not applicable on Saturdays for the main hall

STORAGE FEE: A fee of \$100 plus tax will be charged for any items delivered prior to the rental time or left within John P. Murzyn Hall after the ending 1:00 a.m. rental time. If the storage room is damaged or unclean the renter may be charged the full room rental fee.

CANCELLATION FEE: In the case of a cancellation, down payments are nonrefundable unless the date is re-rented. If the date is re-rented the City will refund 80% of the down payment. Cancellation must be received in writing before the rented date will be opened.

Linen table cloths, linen napkins, plates and silverware available for an additional rental fee.