



191 Peachtree Conference Facility Rental Rates

Rental Rates

- Full Day Rate: \$450 (8 hours)
- Half Day Rate: \$350 (4 hours) A Minimum rental of 4 hours is required, which shall consist of either morning or afternoon.
- Hourly Rate: (events exceeding 8 hours): The Full Day Rate plus \$87.50 per hour for every additional hour.

Hours of Operation

- Monday – Friday from 7am – 6pm

For any reservations outside of the standard Hours of Operation, Additional Charges and Fees will apply.

Reservations must be approved by Property Management in advance.

Additional Charges and Fees

- After-hours HVAC: Mon.-Fri. after 6pm is \$40/hour
- Additional Cleaning: Reservations scheduled after 6pm will require an additional cleaning charge of \$150.
- Furniture Reconfiguration: Failure to return the room to classroom configuration will result in a fee of \$80.

Cancellation Fee:

Cancellations made less than 10 business days prior to reservation is subject to a charge of 50% of the total room rental fee. Cancellations made within 48 hours of the reservation is subject to a charge of 100% of the total room rental fee. There are no penalties for cancellations outside of 5 business days.

Note: Fees are subject to change.

The Conference Room Facility is Not Available to the General Public