



Cuyahoga Valley Career Center

Schedule of Room Rental Charges

Rates Effective July 1, 2015



Group Type	ID	Classrooms, Computer Labs and Small Conference Rooms	Conference 691-692, 670	Conference Room A	Cafeteria/ Commons	Valley Inn Entire Room	Valley Inn West Conference Room	Hallways per Level and Reception Area	Use of Kitchen *See Note	IDL Room 511
Non-Profit	NP	\$50 + \$10 ea. additional hour	\$60 + \$10 ea. additional hour	\$60 + \$10 ea. additional hour	\$160 + \$20 ea. additional hour	\$85 + \$25 ea. additional hour	\$70 + \$15 ea. additional hour	\$20 + \$5 ea. additional hour	\$160 + \$30 ea. additional hour	\$60 + \$10 ea. additional hour
Profit Organization	PO	\$90 + \$15 ea. additional hour	\$110 + \$20 ea. additional hour	\$110 + \$20 ea. additional hour	\$310 + \$35 ea. additional hour	\$160 + \$30 ea. additional hour	\$130 + \$25 ea. additional hour	\$30 + \$10 ea. additional hour	\$260 + \$35 ea. additional hour	\$110 + \$20 ea. additional hour

CVCC, Associate Districts, and Approved External Guests - Fees will be Determined Upon Review of the Business Manager.

Initial fee is based on a four-hour session. Additional amount charged by the hour. (set-up and tear down time included)

Additional labor charges may be added for set-up, tear down and cleaning. Additional labor cost will be charged for duties or time over normal working hours.

Rates for special events will be determined on a per-event basis.

Cancellation of a reservation less than five (5) business days prior to the event: \$100.00 per room.

* A CVCC Food Service employee must be present to assure sanitation requirements are met. The cost for one employee is included in the quoted price.

Equipment, Furniture and Services also available:

Product or Service	Cost per Usage	
Computer	\$5.00 per workstation	There will be an additional hourly charge for the employee costs.
Video Projection Unit	\$20.00	
Video Projection Unit and Laptop	\$35.00	
PA System	\$20.00	
Install/uninstall software	\$100.00 per lab location	There will be an additional hourly charge for the employee costs.
Video Conferencing	Price quoted per client requirements.	
Tables - each	\$5.00	These are extra to an existing room set up
Chairs - each	\$0.50	These are extra to an existing room set up
Table Cloth - each	\$8.00	These are extra to an existing room set up

A Certificate of Insurance Naming CVCC as Additional Insured is Required with Limits of \$1,000,000 per Occurrence/\$2,000,000 Aggregate.