



ROOM RENTAL INFORMATION

Galleria Main Floor (5,400 Sq Ft)

| | | |
|------------------|-------------------|-----|
| Capacity: | Banquet Seating | 350 |
| | Theatre Seating | 450 |
| | Standup Reception | 500 |
| | Classroom Seating | 200 |

| | | |
|---------------------|-----------------|-----------------|
| Rental Rates | Half Day | Full Day |
| Mon-Tue-Wed-Thurs | \$ 950 | \$1,175 |
| Friday & Sunday | \$1,150 | \$1,500 |
| Saturday | \$1,950 | \$2,500 |

December Rates Main Floor, Balcony, Lobby Package

| | |
|--------------------|---------|
| Friday & Sunday | \$2,000 |
| Saturday | \$2,600 |
| New Years Eve Rate | \$3,400 |

Half Day = Up to 5 hrs. Full Day = Up to 9 hrs.

Hourly rates apply after contracted hours:

Main Floor = \$175/hr; Balcony = \$50/hr

\$500 refundable cleaning deposit

Galleria Balcony (3,000 Sq Ft)

| | | |
|------------------|-------------------|-----|
| Capacity: | Banquet Seating | 130 |
| | Standup Reception | 150 |

| | | |
|---------------------|-----------------|-----------------|
| Rental Rates | Half Day | Full Day |
| Mon-Tue-Wed-Thurs | \$300 | \$450 |
| Friday & Sunday | \$450 | \$650 |
| Saturday | \$500 | \$800 |

Balcony rental available only with main floor rental

East & West Meeting Rooms (1,600 Sq Ft Each)

| | | |
|------------------|-------------------|-----|
| Capacity: | Banquet Seating | 100 |
| (each room) | Theatre | 140 |
| | Classroom | 80 |
| | Conference | 50 |
| | Standup Reception | 150 |

| | | |
|----------------------|--------------------|-------|
| Rental Rates: | Half Day (4hrs) | \$300 |
| | Full Day (8am-5pm) | \$400 |
| | Evening (5-11pm) | \$400 |
| | 24-Hour Hold | \$425 |

A refundable cleaning deposit may apply

Entrance/Reception Areas

| | | |
|--------------------------------|--|-------|
| | Old Foyer | |
| Entrance Only | | \$100 |
| Entrance with Food or Beverage | | \$300 |
| | <i>Old Foyer included with meeting room rental</i> | |

A/V RENTAL INFORMATION

Projection Equipment

| | |
|-----------------------------|---------------|
| LCD projector | \$185 per day |
| Drop down projection screen | N/C |
| 8' projection screen | \$45 per day |

A built-in motorized projection screen is included in the rental of each meeting room (East & West).

Audio Equipment

Rental of the Galleria main floor or meeting rooms includes complimentary use of a built-in sound system and one microphone per rental space. The Galleria sound system also includes complimentary use of a five-disc CD player.

Additional microphones may be rented as follows:

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|--------------------------------|--------------|
| Wireless microphone with stand | \$40 per day |
| Lapel microphone | \$40 per day |
| Corded microphone with stand | \$20 per day |

Presentation Materials

| | |
|---------------------------------|--------------|
| Easels | No Charge |
| Lectern (one per room) | No Charge |
| Additional lectern | \$30 per day |
| White board with marking pens | \$15 per day |
| Flip chart on white board easel | \$15 each |

Designer Drapery Backdrop

| | |
|--------------|---------------|
| 25ft – 40ft | \$120 per day |
| 17ft – 24ft | \$100 per day |
| 16ft & under | \$ 60 per day |

Security

| | |
|---------------------|----------------------------|
| Security Guard fees | \$30 per hr (per guard) |
|---------------------|----------------------------|

Officers arrive ½ hour before event and depart ½ hour after

All rates subject to change

Tsakopoulos Library Galleria rentals help support the Sacramento Public Library

www.librarygalleria.com