

GLENDALE PUBLIC LIBRARY  
MEETING ROOM SCHEDULE OF FEES

LOCATION	SEATING	RENTAL HOURS	GLENDALE NON-PROFIT	NON- PROFIT	GLENDALE INDIV. AND COMM- ERCIAL	NON- GLENDALE INDIV. AND COMM- ERCIAL	FEE DESCRIPTION
<b>Chevy Chase Branch Library</b> 3301 E. Chevy Chase Dr. For reservations call: (818)548-2047, Monday – Thursday, 1 PM to 5 PM	200	LIBRARY CLOSED HOURS	\$150		\$210	\$275	for 3 hours for each add. Hour Maintenance Fee Ticketed Event Fee (<100) Ticketed Event Fee (>100)
<b>Casa Verdugo Branch Meeting Room</b> 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	\$15 \$25	\$30 \$40	\$30 \$40	\$35 Reception Fee per hour when open per hour when closed 2 hr. min./Open Days 3 hr. min./Closed Days
<b>Montrose Branch Meeting Room</b> 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	\$15 \$25	\$30 \$40	\$30 \$40	per hour when open per hour when closed 2 hr. min./Open Days 3 hr. min./Closed Days
<b>Library Connection @ Adams Square</b> 1100 E. Chevy Chase Dr. For reservations call: (818)548-3833, Monday – Thursday, 1 PM to 5 PM	50	LIBRARY CLOSED HOURS	\$25	\$25	\$40	\$40	per hour when closed 2 hr. min./Open Days, Closed Hours 3 hr. min./Closed Days

**PLEASE NOTE:**

Fees are effective through June 30, 2012 and are subject to change.

**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 to attendees paying an admission charge or mandatory donation.

Events that are open to the public, but where a voluntary donation is requested, are not considered a ticketed event.

**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.