

FEES AND CHARGES

4000.8 TWO RIVERS MANSION USAGE FEES

(Usage fees are based on a minimum of six hours and may not exceed midnight)

	<u>Resident</u>	<u>Non-Resident</u>
Monday-Thursday hourly rate	\$ 85.00	\$ 110.00
Friday, Saturday, Sunday hourly rate	\$ 165.00	\$ 205.00
Fundraising fee in addition to usage fee	\$2000.00	\$2000.00
Video, photography fee per hour Inside Mansion (3 hour minimum)	\$ 150.00	\$ 185.00

Members of the public may request that a date be held informally (with no down payment) for a period of one week only. Afterwards, in order to secure the date, a formal contract must be written and a down payment of one-half the fee paid within fifteen days.

PAYMENT FOR USE OF THE MANSION:

To confirm the date, a rental agreement must be signed and one-half the fee paid within fifteen days. The balance of the fee is due 30 days prior to the event.

CANCELLATION OF EVENT:

Fifty percent of a down payment can be returned if at least sixty days notice of cancellation is given. No refund can be made if less than sixty days notice is given.

FUND RAISING EVENTS FOR NON-PROFIT ORGANIZATIONS:

An established fee of \$2000.00 for fund raising will be charged in addition to the hourly rate to any non-profit organization wishing to use Two Rivers Mansion to host a fund raising event. No sales will be allowed in the Mansion or on the grounds.