



Town of Johnstown

COMMUNITY CENTER RENTAL FEES

LARGE ROOM RENTAL - CAPACITY 150 PEOPLE

CLASS I: Government Agency / Schools	No Charge / Negotiated
CLASS II: Non-Profit / Civic and Service Organizations	No Charge / Negotiated
CLASS III: Private Groups - Johnstown Town Limits	\$30.00 per hour
CLASS IV: Private Groups - Outside Johnstown Town Limits	\$50.00 per hour

DAMAGE DEPOSITS

Large Room - No Alcohol 1 to 50 people - Johnstown Town Limits	\$200.00
Large Room - No Alcohol 51 to 150 people - Johnstown Town Limits	\$300.00
Large Room - No Alcohol 1 to 150 people - Outside Johnstown Town Limits	\$400.00
Large Room - With Alcohol (4 hour maximum-stop serving 10:00 pm)	\$500.00

Kitchen use limited to counter, microwave, coffee pots and refrigerator only.

POLICE OFFICER

If alcohol is being served, one Police Officer for every 50 people will be required and they will be present from the beginning to the end of the event. You can obtain the form and submit the request online at Johnstown.colorado.gov/officer request form. **A thirty (30) days' notice is required to serve alcohol.** See attached form: Serving Alcoholic Beverages in the Community Center.

Police Officer's will be paid in cash at the beginning of the event. \$50.00 Per Hour
(May be subject to Change)

CLEANING FEE

If any room needs additional cleaning. \$30.00 Per Hour
See attached forms: Facility Clean-Up Checklist, Decoration Guidelines

All rentals are subject to direct staff service costs and damage repair costs, if any, in addition to the normal rental fee. All damage deposits are refundable (**within 30 days of rental date**) provided the Community Center is cleaned up and left in good condition. Conditions that may cause retention of damage deposit may include but are not limited to: spills, stains, scuff marks, smoking, damaged tables or chairs, trash left in the facility, improper storage of Town property, or vandalism.

THIS IS A NON-SMOKING FACILITY