

# Meeting Room Rental

The Mobile Area Chamber of Commerce rents meeting rooms to members and outside organizations. Our regular business hours are Monday - Friday, from 8:00 a.m. to 5:00 p.m. The rental fee is set at four hour increments.

The rate schedule is as follows:

	<b>Members</b>		<b>Non-Members</b>	
	<i>For Profit</i>	<i>Non-Profit</i>	<i>For Profit</i>	<i>Non-Profit</i>
All Meeting Rooms	\$100/4hrs	\$50/4 hrs	\$200/4 hrs	\$100/4 hrs
LCD Projector Rental	\$100	\$100	\$100	\$100
*Evenings M-TH 5-9 pm	\$200	\$100	\$300	\$200
Weekends 8 am-9 pm	\$300	\$150	\$400	\$200
CCD Parking Lot	\$400	\$400	\$500	\$500
CCD Parking Lot w/Event	\$300	\$300	\$400	\$400

<b>HOLIDAY RATES</b>	<b>Members</b>		<b>Non-Members</b>	
	<i>For Profit</i>	<i>Non-Profit</i>	<i>For Profit</i>	<i>Non-Profit</i>
*Evenings M-TH 5-9 pm	\$400	\$400	\$600	\$600
Weekends 8 am-9 pm	\$500	\$500	\$700	\$700
CCD Parking Lot	\$600	\$600	\$700	\$700
CCD Parking Lot w/Event	\$400	\$400	\$500	\$500

Listed Below are the maximum meeting room capacities as established by the Fire Marshall.

<b>Tricentennial</b>	<b>Guthan's Room</b>	<b>Board Room</b>	<b>Atrium Room</b>
<b>70 theater</b>	<b>22 - 16 @ table</b>	<b>50 - 30 @ table</b>	<b>10 at table</b>
<b>45 u-shape</b>	<b>6 around the walls</b>	<b>20 around the walls</b>	
<b>32 classroom styles</b>			

**Room Rentals:** The rental agreement must be signed and paid upfront to hold the reservation.

**Complimentary rooms:** New members are entitled to one room reservation (4 hours) during regular office hours at no cost during the first year of Chamber membership. This offer excludes Atrium Receptions.

\*Evening and weekend rentals are subject to staff availability. Required Custodial and Security fees are over-and-above the room rental fee.

**Optional Accessories:** Wireless internet, screens, flip charts, white boards, coffee and ice water are available at no extra fee. Clients may bring their own LCD projector for the Guthans room only – the atrium room is not set up for presentations, and all other rooms contain built-in projectors that must be rented. Bistro tables (5) are \$10/ea and linens are \$5/ea.

Any press conference or meeting of a political nature is not permitted due to the non-partisan standing of the organization. All press conferences are subject to the approval of the VP of Communications and Marketing.

**NOTE:** Any organization planning to serve alcoholic beverages on the premises while using Chamber facilities, must present a certificate of insurance as evidence of \$1,000,000. Liquor Law Liability coverage (as required by our insurance carrier) to the Chamber's Vice President of Finance at least three days prior to the day of the event.

For more information about room reservations, email Jackie Davidson at [jdavidson@mobilechamber.com](mailto:jdavidson@mobilechamber.com) or call 251-431-8605.

## Room Photos



**Board Room**

**Atrium Room**

