

**BUILDING RENTAL FEES
SAM COX BUILDING
GREAT ROOM & ANNEX**

TROUTDALE RESIDENT & LOCAL PUBLIC SERVICE / NON-PROFIT*

	4-Hour Increments: 9:00 a.m. to 1:00 p.m. 1:30 p.m. to 5:30 p.m. 6:00 p.m. to 10 p.m.	Full Day 9:00 a.m. - 10:00 p.m.
Great Room	\$350.	\$900.
Annex	\$250.	\$500.
NON RESIDENT		
	4-Hour Increments: 9:00 a.m. to 1:00 p.m. 1:30 p.m. to 5:30 p.m. 6:00 p.m. to 10 p.m.	Full Day 9:00 a.m. - 10:00 p.m.
Great Room	\$450.	\$1100.
Annex	\$350.	\$900.

- All Fees are due and payable at the time of the Reservation, including a \$20 application fee.
- If the Annex is reserved in conjunction with an event held in the Great Room, the full rental fee for the Annex will be charged in addition to that of the Great Room.
- There will be one half-hour between rentals.
- Notice of cancellation must be given no later than 60 days before the date of the event in order to receive a full refund (minus the \$20 Application fee) if the cancellation notice is given later than 60 days before the event, no refund will be given (even if the facility is originally booked less than 60 days prior to the event itself).
- All NSF checks will incur a \$25 fee. The check amount plus the \$25 fee must be paid with cash or money order.