

**TOWN HALL COMPLEX  
ROOM RENTAL RATE SCHEDULE**

<b>Town of Belmont</b>	<b>Category Rate 1</b>	<b>Category Rate 2</b>	<b>Category Rate 3</b>
Town depts., boards and committees or state government	Town-based non-profit or charitable organizations	Private Belmont Residents	External private and non-profit organization
<b>No charge for rooms or custodian charge on weeknights until 11:00 pm</b>	Fee for 4-hr minimum	Fee for 4-hr minimum	Fee for 4-hr minimum
Custodial Charge - 4 hour minimum labor charge for weekends or Art Gallery evenings	Custodial Charge - 4 hour minimum labor charge for weekends or Art Gallery evenings	Categories 2 and 3 will be assessed an additional minimum custodial fee of \$120 per event and a security deposit in the amount of \$100	
Town Hall Conference Room	\$25	\$100	\$200
Selectmen's Board Room	\$50	\$150	\$250
Auditorium	\$200	\$400	\$500
Art Gallery	\$100	\$200	\$300
Room 313	\$100	\$200	\$300

- After 4-hour minimum - additional charges will be added by 1 hour increments
- Event timeframe must include 1 hour at each end for setup and takedown time
- No Rental of Rooms on Holidays
- Events held in the Gallery and Room 313 must get approval from the Cultural Council.
- Security Deposit must be received to hold the reservation. Payment for event must be received one week prior to reservation.
- Special Rates will be considered for short-term rental of Town Hall Rooms. Fees may be waived at the discretion of the Town Administrator.