

# ROOM RENTAL RATES & INFORMATION

## Jim Ward Community Center

Operating Hours:  
 Monday-Friday 8 AM- 8:45 PM  
 Saturday 8:30 AM-4:15 PM  
 Sunday-Closed  
 (954) 585-2344



**RES=Plantation Resident**  
**NR=Non-Resident of Plantation**

**KEY LARGO ROOM**  
**Room Capacity: See below**  
*(No food or drink allowed)*

	1 Hour		2 Hours		3 Hours		4 Hours	
	RES	NR	RES	NR	RES	NR	RES	NR
<b>Rental Fee</b>	\$45	\$75	\$90	\$150	\$135	\$225	\$180	\$300
<b>Tax (6 %)</b>	\$2.70	\$4.50	\$5.40	\$9.00	\$8.10	\$13.50	\$10.80	\$18.00
<b>Total</b>	\$47.70	\$79.50	\$95.40	\$159.00	\$143.10	\$238.50	\$190.80	\$318.00

A \$40 per hour custodial fee will be added for rentals during non-operating hours.

### SANIBEL OR CAPTIVA ROOM

**Room Capacity: See below**

*(Rates shown are for 1 Room; Rates are doubled if renting both)*

	1 Hour		2 Hours		3 Hours		4 Hours	
	RES	NR	RES	NR	RES	NR	RES	NR
<b>Rental Fee</b>	\$50	\$80	\$100	\$160	\$150.00	\$240	\$200	\$320
<b>Tax (6%)</b>	\$3.00	\$4.80	\$6.00	\$9.60	\$9.00	\$14.40	\$12.00	\$19.20
<b>Total</b>	\$53.00	\$84.80	\$106.00	\$169.60	\$159.00	\$254.40	\$212.00	\$339.20

A \$40 per hour custodial fee will be added for rentals during non-operating hours.

### ROOM CAPACITIES

**(Room capacities vary depending on set-up)**

- KEY LARGO ROOM: Approximately 75 people Auditorium Style
- SANIBEL ROOM: Approximately 12 Round Tables with 8 chairs at each table (96 people-maximum)  
 Approximately 75 people Auditorium Style
- CAPTIVA ROOM: Approximately 14 Round Tables with 8 chairs at each table (112 people-maximum)  
 Approximately 85 people Auditorium Style
- SANIBEL & CAPTIVA: Approximately 16 round tables with 8 chairs at each table (128 people)  
 Approximately 150 people Auditorium Style

### IMPORTANT INFORMATION

- A \$300 security deposit is required at time of reservation. The \$300 is in addition to the actual rental fee. The deposit will be refunded 3-6 weeks after the event.
- A \$150 cancellation fee will be assessed if the rental is cancelled more than a month in advance; A \$300 cancellation fee will be assessed if the rental is cancelled within one month of the event.
- We require a minimum of 4 hours for rentals on Saturdays after 4 PM.
- Rental balance is due one month prior to event.
- Each rental includes 2 hours of set-up or decorating time per availability. A \$50 set-up fee will be assessed for any additional hours needed.
- Alcohol is not permitted on the premises.
- Tape is not permitted on the walls or ceiling
- Candles are not permitted in the building
- Nothing can be left in the building or rooms overnight.
- No live trees or plants are allowed in the building.