



ATLANTA COMMUNITY TOOLBANK BOARD ROOM

Our board room is ideal for conferences and meetings, with the capacity to comfortably seat up to 25 individuals. The Board Room comes equipped with audio visual equipment, Jabra conference call system, power plug-ins for laptops, free wi-fi, easily accessible restrooms and parking for 25 guests.

Rental of this space provides access to add-ons such as:

- Refrigeration and food prep area in our kitchenette

ADDITIONAL INFORMATION:

Atlanta ToolBank will provide a courtesy disposal of one trash bag- there will be a \$25 fee for each additional garbage bag left on site. Proof of certificate of insurance may be required. Rental may be taxed depending on charitable nature of booking.

PAPERWORK REQUIRED:

- Signed rental agreement
- Certificate of liability insurance if deemed necessary
- Proof of non-profit status if not a member agency and they request non-profit pricing.

Monday - Friday	Time	Current Member Agency Rate	Nonprofit Rate	Corporate/Individual Rate
Day Time per hour	8:00am – 5:00am	\$40.00	\$50.00	\$80.00
Day Time Block	8 hour maximum	\$275.00	\$350.00	\$750.00
Evening Per Hour	5:00pm – 10:00pm	\$55.00	\$70.00	\$110.00

Saturday / Sunday	Time	Current Member Agency Rate	Nonprofit Rate	Corporate/Individual Rate
Day Time (per hour)	8:00am – 5:00pm	\$80.00	\$100.00	\$160.00
Day Time Block	8 hour maximum	\$800.00	\$1,000.00	\$1,200.00
Evening (per hour)	5:00pm – 10:00pm	\$550.00	\$700.00	\$1,100.00