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Address: 227 Lawrence Street, Hartford, CT 06106 Phone: 860-244-0066 Email: info@pschousing.org
**FEES & CHARGES SCHEDULE B (effective for events April 1, 2019 or after)**

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| **Non-Profit****Room Rates** |  **Weekday Half-Day**(8 am-12 pm) or(1 pm-5 pm)(4 hours or less)  | **Weekday****FULL DAY****(5 to 8 hours)****&** **Weekday Evenings**(3 pm to 8 pm) | **Weekend Rental** **Friday Evening3 pm to 8:00 pm****&****Saturday & Sundays,** **Up to 6 hours** (operating hours are 8 am to 8 pm) |
| **Conference Center 1 (stage)***(meeting space for up to 150)* | **$350.00** | **$400.00** | **$500.00** |
| **Conference Center 2***(meeting space for up to 80)* | **$300.00** | **$350.00** | **$450.00** |
| **Conference Centers 1 & 2** | **$400.00** | **$500** | **$600.00** |
| **Conference Room A***(meeting space for up to 25)* | **$150.00** | **200.00** | **$150.00 (only with Conference Center 1 &/or 2 rental)** |
| **Conference Room B***(meeting space for up to 10)* | **$125.00** | **$175.00** | **$125.00 (only with Conference Center 1 &/or 2 rental)** |
| ***Additional Hours beyond Agreement/Additional Staffing for Events w/Alcohol*** | ***$25.00 per hour*** | ***$25.00 per hour*** | ***$25.00 per hour*** |

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| **For-Profit****Room Rates**  | **Weekday Half-Day**(8 am-12 pm) or(1 pm-5 pm)(4 hours or less)  | **Weekday****FULL DAY****(5 to 8 hours)****&** **Weekday Evenings**(3 pm to 8 pm) | **Weekend Rental** **Friday Evening3 pm to 8:00 pm****&****Saturday & Sundays****Up to 6 hours** (operating hours are 8 am to 8 pm) |
| **Conference Center 1 (stage)***(meeting space for up to 150)* | **$500.00** | **$600.00** | **$600.00** |
| **Conference Center 2***(meeting space for up to 80)* | **$400.00** | **$500.00** | **$500.00** |
| **Conference Centers 1 & 2** | **$550.00** | **$650.00** | **$750.00** |
| **Conference Room A***(meeting space for up to 25)* | **$200.00** | **$250.00** | **$200.00 (only w/rental of Conf. Ctr. 1 &/or 2)** |
| **Conference Room B***(meeting space for up to 10)* | **$175.00** | **$225.00** | **$175.00 (only w/rental of Conf. Ctr. 1 &/or 2l)** |
| ***Additional Hours beyond Agreement/Additional Staff for Events w/Alcohol*** | ***$50.00 per hour*** | ***$50.00 per hour*** | ***$50.00 per hour*** |

***\* Longstanding clients may be eligible for a discounted rate.
\*\*Minimum weekend rental fee of $450.00 required.***

**REFUNDABLE DEPOSIT**Individual renters not affiliated with an organization are required to provide a refundable deposit of $300.00. If no damage, excess cleaning or additional hours is assessed, the deposit is returned to the renter within 30 days of the event. See more information under Refundable Deposit in Schedule A.

**ON-SITE PARKING & ADDITIONAL PARKING NEEDS:**The Lyceum offers on-site parking, street parking and additional parking in neighboring lots. For daytime groups of 41 or more The Lyceum must secure an adjacent parking lot at an additional cost of $100.00 per day. See more information under Parking in Schedule A.

**THE LYCEUM IS MISSION DRIVEN:**Revenues earned from renting space support the Partnership for Strong Communities mission to end homelessness, expand affordable housing and build strong communities in Connecticut.

**LYCEUM FEATURES:** Comfortable, modern accommodations with historic elegance
 Digital signage highlighting your event as you & your guests enter the building
 Friendly Reception Desk Staff to welcome & guide your guests
 Secure Building
 Free Wi-Fi
 Elevator and stair access
 Handicap Accessibility

**The following technologies and conveniences are provided at no additional charge:**

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| **Conference Center 1** | **Conference Center 2** | **Conference Room A** | **Conference Room B** |
| Stage with multiple lighting options  | Portable 4’Vidyo Screen compatible with most laptops | Audio Teleconferencing with drop down microphones | Audio Teleconferencing via speakerphone |
| 2 Balconies for VIP Seating or Breakout Sessions | Two banquet stations for food and beverage placement | Projector & 5-foot drop down screen  | Whiteboard & markers |
| Projector & 10-foot drop down screen operated by Crestron compatible w/most laptopsMultimedia presentation capability | Consistent set up of 8 round tables with up to 10 chairs at each.  | Multimedia presentation capability |  |
| Podium,  | 1 Whiteboard & markers | Whiteboard & markers |  |
| 4 Handheld Microphones/2 Lavalier Microphones | Alcove for cozy conversation or privacy  |  |  |
| Kitchenette (fridge, microwave, sink, counter space) | Portable Podium |  |  |
| 1 Whiteboard with markers |  |  |  |
| Multiple set up options available |  |  |  |