



Community Rooms A&B

3,200 sq. ft.

NON-PROFITS
INDIVIDUALS
BUSINESSES

RESIDENT

\$58 per hour
\$83 per hour
\$104 per hour

NON-RESIDENT

\$77 per hour
\$104 per hour
\$135 per hour

Community Rooms A or B (half room)

1,600 sq. ft.

NON-PROFITS
INDIVIDUALS
BUSINESSES

RESIDENT

\$34 per hour
\$46 per hour
\$65 per hour

NON-RESIDENT

\$46 per hour
\$51 per hour
\$71 per hour

Conference Center

60 seating

NON-PROFITS
INDIVIDUALS
BUSINESSES

RESIDENT

\$54 per hour
\$60 per hour
\$65 per hour

NON-RESIDENT

\$60 per hour
\$65 per hour
\$70 per hour

NOTE

- Resident is one who lives, works, or attends school in Brea. Proof of residency is required to receive resident rate.
- Rentals include tables, chairs, event staff, and free parking.
- If food is being served, the client must use a caterer/restaurant with a valid Health Department Permit.
- Rental deposit is required to confirm/reserve space. Deposit is refundable approximately 2-3 weeks after the event if no damage is done to the property, space is left cleaned, rental is completed on time and all guidelines were followed.

Miscellaneous Fees

Cleaning/Security Deposit:

\$500 non-alcohol rental; \$700 alcohol rental with 100 or less people; \$1,000 alcohol rental with 101+ people.

Minimum Rental Hour:

Four-hour minimum rental required in Community Rooms on Friday, Saturday and Sunday. Two-hour minimum rental required on all other days.

Kitchen Use:

\$75 flat rate

Special Event Insurance Pricing

Special Event Insurance is required of all Users. Insurance can be purchased through the City recommended insurance provider.

To apply for, make a payment, and obtain insurance coverage, the User must contact the City recommended insurance provider.

The User must apply for insurance by visiting www.bmispecialevents.com or by calling 800-247-1734. The User will be provided with a certificate from the insurance provider, which is then given to the Facility Specialist. Rates vary based on types of activities performed at the rental.

This is a **separate** payment that is paid to the insurance provider directly. Payment is made online at www.bmispecialevents.com.

Security Requirements

Security is required at all events that serve and/or sell alcohol. At the discretion of the Community Services Director, any group of any size may be required to hire security regardless of whether or not alcohol is being served. The User is required to hire the City recommended security company. The hourly rate is \$40 per hour, per guard. This rate is subject to change and is based on current rates provided by the security company. A **separate** payment is required for security services. For events where security is required, security service will be scheduled consecutively from the time event begins (excluding setup) until the User has finished cleanup and vacated the facility. Security is required at a ratio of one guard for events up to 100 people; two guards for 101-300 people. The number of security required at events with more than 300 people will be at the discretion of the Facility Specialist.

Please refer to the FACILITY RESERVATIONS TERMS and CONDITIONS for more rental details.