**Attachment 2 - Durham County Facility Use Fee Schedule**

**Fees as of March 2023, contact Facility Use (facilityuse@dconc.gov) or the space representative for current rates and information.**

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| **Administration Complex** | **200 East Main St.** | **Contact** **clerk@dconc.gov****919-560-0025** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| BOCC Chamber Room | 155 | 50.00  |  |
| BOCC Conference Room | 20 | 30.00 |  |
| Janitorial Fee |  | 18.25 |  |
| **Administration II** | **201 East Main St.** | **Contact****facilityuse@dconc.gov** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| Small Meeting Room | 1 – 4 | 20.00 | Room 123, 124 |
| Small Conference Room | 35 – 40 | 30.00 | Room 130, 462, 464, 465 |
| Medium Conference Room | 41 – 45 | 30.00 | Room 128, 129 |
| Large Conference Room | 70 - 158 | 50.00 | Room 126A, 126B, 461, 466 |
| Catering Kitchen |  | 45.00 |  |
| Janitorial Fee |  | 19.76 (regular)/23.00 (overtime) |  |
| **Cooperative Extension** | **721 Foster St.** | **Contact****9**19-560-0524 |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| Large Conference Room | 65 | 40.00 |  |
| Large Classroom | 30 | 30.00 |  |
| Small Classroom | 12 | 20.00 |  |
| Janitorial Fee |  | 19.76 (regular)/23.00 (overtime) |  |
| **Criminal Justice** **Resource Center** | **326 East Main St.** | **Contact****919-560-0552** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| Large Conference Room | 50 | 45.00 | Standing Room Capacity 100 |
| Janitorial Fee |  | 18.25 |  |
| **Durham County Courthouse** | **510 South Dillard** | **Contact****919-808-3251** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| Facility Rental (courtroom) |  | 50.00 |  |
| Janitorial Fee |  | 20.32 |  |
| **Human Services Building** | **414 East Main St** | **Contact****facilityuse@dconc.gov** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Hourly Rate*** | ***Notes*** |
| Conference Room A | 160 | 50.00 | Can be combined |
| Conference Room B | 140 | 50.00 | Can be combined |
| Conference Room C | 120 | 50.00 | Can be combined |
| Catering Kitchen |  | 40.00 |  |
| Janitorial Fee |  | 19.76 (regular)/23.00 (overtime) |  |

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| **Durham County Libraries** | **Various** | **Visit****www.durhamcountylibrary.org** |  |
| ***Meeting Space*** | ***Max Capacity*** | ***Rate*** | ***Notes*** |
| Main Library AuditoriumConference RoomRooftop TerraceRegional/Branch Large Meeting Rooms | Varies | 100.00 for meetings ***under four hours*** | Refundable Damage Deposit Required - $100 |
| Main Library AuditoriumConference RoomRooftop TerraceRegional/Branch Large Meeting Rooms | Varies | 200.00 for meetings ***over four hours*** | Refundable Damage Deposit Required - $100 |
| Small Meeting RoomsStudy Rooms | Varies | 25.00 | Refundable Damage Deposit Required - $50 |
| Janitorial Fee |  | Billed per Estimate from Contractor |  |
| \*Library meeting rooms are free to non-profits (no food) |
| **Durham County Parking Lot Rentals** | **Contact****facilityuse@dconc.gov** |  |
| ***Rental Space*** | ***Hourly Rate*** | ***Notes*** |
| Parking Lot 4 – Main LibraryParking Lot 5 – Bragtown LibraryParking Lot 6 – Southwest LibraryParking Lot 8 – Human ServicesParking Lot 13 – Judicial Annex (Upper)Parking Lot 14 – Judicial Annex (lower)Parking Lot 27 – Board of ElectionsParking Lot 29 – East LibraryParking Lot 36 – South Library | 30.00 | Parking Lots are only available outside of normal business hours |
| Roxboro Parking Deck | 70.00 | Parking Deck is only available outside of normal business hours |
| **Supplemental Fees** |
| Refundable Damage Deposit (All Functions) | 25% of Rental Fee | \*Excludes Library |
| Alcohol Events – ***All Applicable Facilities*** | Application Fee - $15Refundable Damage Deposit – 25% of Rental Fee, Minimum $100 |
| **Staffing Fees** |
| **Staff Type** | **Hourly Rate** | **Overtime Rate** |
| Ambassador Attendant | 26.00 |  |
| Company Police Officer (CPO) | N/A | 41.19 |
| Armed Security Officer (ASO) | 25.24 | 37.86 |
| Unarmed Security Officer (USO) | 18.73 | 28.10 |
| Maintenance Tech | 21.70 |  |
| Durham County Sheriff | Contact Sheriff for Current Rate |
| **Facility Use will generate estimate in coordination with Event Organizer, County Department(s) and Security Manager for any necessary staffing fees. A separate contract/invoice may be necessary to fully complete your event rental. Please contact your desired space contact for additional information.** |