

PCB Facility Rental Benchmarking

	Number of Rooms	Square Footage/Capacity of Rooms	How Far in Advance Can They Be Booked?	Rental Fees per hour unless specified	Do Room Rental Fees Include Staff Time?	Any Additional Charges?	Any Cleaning Fees?	Any Fees for Decorating Repairs?	When are Damage Deposits and Payments Due?	What are the Cancellation Policies?
Charlotte County										
Life Celebration Center of Punta Gorda / Punta Gorda, FL	2 (but can be combined into one)	Chapel Hall - 2,016 SF / 150 at max; Banquet Hall - 864 SF / 72 at max.	One year.	\$175 - \$1,600 (cheapest to most expensive option)	Yes. Parties greater than 150 people require additional staff at \$50.00 per hour per person.	No	It is included in the rental fee.	Repair fees are dependent on the damage done to the venue.	A refundable retainer is due upon booking along with a signed contract to hold the date. Payment is due 45 days before the event. Retainer will be returned after the event pending no damage to the property and the client does not go over agreed rental period.	
Palm Island Resort / Cape Haze, FL	2	Indoor Clubhouse - 31x39 SF / 60 at max; Courtyard Tent - 30x60 SF / 120 at max.	Must be more than 30 days out.	Indoor Clubhouse \$500.00 per event. Courtyard \$1,000.00 per event	Yes.	Color of the linen used and vendors. Dance floor between \$400 and \$500 depending on size, cocktail tables \$40.00 each. Audio visual equipment is available and a separate quote would be prepared based upon need. Service Charges: 20%	Yes. \$200 plus an additional \$75 for confetti, poppers, sand or rice. Additional charges may be incurred for carpet cleaning.	The resort will hold the client responsible for any damages to carpeting, drapery, wall coverings, tables chairs, lighting, sound and audio-visual equipment, caused by attendees or outside vendors.	The deposit is due when the contract is signed and these are non-refundable unless specified on the contract. Guarantee: A guarantee is required on all meal functions. The resort (group sales department) must be notified of the exact number of guests for whom you wish to guarantee by 12:00 noon, 10 business days prior to your event. The resort will provide an amount of (5%) over your guarantee number.	Event venue - 90-60 days receive 50% of advanced deposit. 30 days nothing back, 59-31 days get 25% back.
Sarasota County										
Art Ovation Hotel / Sarasota, FL	19	25-500 SF (depending on room desired)	One year.	\$300-\$600	Yes, and there is a 25% service charge on top of the rental fee for staff.	Dance Floor \$500/day, Staging Floor \$400/day, Screen and Projector \$300/day, Television \$200/day, Microphone and Speaker \$150/day, Podium \$100/day, Dry Erase Board \$100/day	Only if rental contract is not followed, e.g. the use of confetti.	A \$500 cleaning fee will be charged if the renter uses any prohibited items.	Payment schedule: 4 deposits, 25% each; 1st with signed contract, 2nd 120 days prior to arrival, 3rd 60 days prior to arrival, final 21 days prior to arrival.	Refund schedule: 180 days prior to arrival - 25% of total revenue; 179-120 days prior - 50% total revenue; 11-90 days - 75% total revenue; 89 days prior- 100% total revenue.
Celebrations Venue / Sarasota, FL	1	2,500 SF	No limit.	\$250 hourly; \$650 (4 hour max, Mon-Thurs); \$500 full day rental (12 hour max, Mon-Thurs); \$850 full Saturday (9a.m.-3p.m.)	Upcharge for servers. Depends upon food and beverage needs.	No additional charges. Cannot use kitchen. Only catering.	\$250 cleaning fee.	Fees included in security deposit, unless damages exceed \$250.	50% down, 50% 30 days prior to event.	\$250 security deposit.
Morgan Family Center / North Port, FL	1/2 multipurpose room without kitchen	1,575 SF / 105 Max	Reservations outside of regular hours of operations require a minimum 14-day advance notice and subject to staffing availability. Reservations within hours of operations require a minimum of 72 hours advance notice. / one time single events can be made up to one year in advance	\$70 per hour	Yes, except for rentals outside of operating hours.	501C3 non-profit organizations will receive a 25% discount on hourly rates, not including kitchen rental, technology, or staffing fees. Additional rates for rentals outside of operating hours.	No	Depends on the damage.	full payment is due at the time of reservation	14 days in advance for full refund.

Morgan Family Center / North Port, FL	1/2 multipurpose room with kitchen	1,575 SF / 105 Max	Reservations outside of regular hours of operations require a minimum 14-day advance notice and subject to staffing availability. Reservations within hours of operations require a minimum of 72 hours advance notice. / one time single events can be made up to one year in advance	\$84 per hour	Yes, except for rentals outside of operating hours.	501C3 non-profit organizations will receive a 25% discount on hourly rates, not including kitchen rental, technology, or staffing fees. Additional rates for rentals outside of operating hours.	No	Depends on the damage.	full payment is due at the time of reservation	14 days in advance for full refund.
Morgan Family Center / North Port, FL	Multipurpose room with kitchen	3,150 SF / 210 max	Reservations outside of regular hours of operations require a minimum 14-day advance notice and subject to staffing availability. Reservations within hours of operations require a minimum of 72 hours advance notice. / one time single events can be made up to one year in advance	\$119 per hour	Yes, except for rentals outside of operating hours.	501C3 non-profit organizations will receive a 25% discount on hourly rates, not including kitchen rental, technology, or staffing fees. Additional rates for rentals outside of operating hours.	No	Depends on the damage.	full payment is due at the time of reservation	14 days in advance for full refund.
Robert L. Taylor Community Complex / Sarasota , FL	Center Multipurpose Room	2,328 SF / 90 Max and 65 with dance floor	1 year	\$150 first hour / \$100 additional hour /4 hours \$400 /8 hours \$750	Yes.	Kitchen - \$175 first hour / \$100 additional hours / 4 hours \$200 / 8 hours \$400; Sound System - \$75 first hour / \$75 additional hours / 4 hours \$300 / 8 hours \$600; Dance Floor \$100 first hour / \$125 additional hours.	\$150 cleaning fee per 4-hour rental.	\$200 damage deposit without alcohol and \$500 damage deposit with alcohol.	No payments are made until approval from management on the event, liability insurance is turned in and a contract is signed. Than a \$200 refundable deposit and 20% of the total cost of the rental which is non-refundable. All payments must be completed 1 week prior to event	Can cancel up to the day before event. The 20% non-refundable deposit will be kept.
Lee County										
Spanish Wells Golf and Country Club / Bonita Springs, FL	5	580-3,773 SF / 30-200 capacity depending on room	No limit, up to two weeks in advance.	\$500-\$2,000 depending on room.	Yes.	Limited A/V equipment available on request, with ability to rent equipment not on hand.	Included.	Small damage clause in contract. Decorations must not damage walls, floors, or ceiling.	25% of total fee due with presentation of signed contract. Final payment is due 7 days prior to event.	Forfeit down payment when cancelling within 7 days of the event.