



The fees associated with renting a room at Mitchell Park Community Center are as follows:

- Room Fees Per Hour
- Facility Attendant Fee Per Hour
(only for evening or weekend events; four hour minimum)
- Equipment Fees Per Day
(if renting projectors, coffee maker, podium, or piano)
- Event Insurance Fee
(if required and purchased through City of Palo Alto; only required for larger, social events)

Also, please note that in order to receive the non-profit rate, you must provide proof of your non-profit status—IRS number and/or 501(c)3 letter—and you cannot charge an admission fee for your event or ask for donations.

ROOM FEES PER HOUR

Entire Facility w/ Courtyard (includes Facility Attendant)

- Resident: \$497
- Non-Resident: \$745
- Non-Profit: \$248.50

Entire El Palo Alto Room

- Resident: \$219
- Non-Resident: \$329
- Non-Profit: \$109.50

Entire El Palo Alto Room & Kitchen

- Resident: \$267
- Non-Resident: \$401
- Non-Profit: \$133.50

El Palo Alto East or West Room Only

- Resident: \$109
- Non-Resident: \$163
- Non-Profit: \$54.50

Entire Adobe Room

- Resident: \$185
- Non-Resident: \$277
- Non-Profit: \$92.50

Adobe North Room

- Resident: \$109
- Non-Resident: \$163
- Non-Profit: \$54.50

Adobe South Room

- Resident: \$87
- Non-Resident: \$131
- Non-Profit: \$43.50

Matadero Room

- Resident: \$87
- Non-Resident: \$131
- Non-Profit: \$43.50

Kitchen

- Resident: \$63
- Non-Resident: \$95
- Non-Profit: \$31.50

Weddings (includes Entire Facility, Rehearsal Time, & Facility Attendant

- Resident: \$497
- Non-Resident: \$745

FACILITY ATTENDANT FEE PER HOUR (ONLY FOR EVENING & WEEKEND EVENTS; FOUR HOUR MINIMUM)

Facility Attendant

- Resident: \$37
- Non-Resident: \$37
- Non-Profit: \$37

Facility Attendant (holiday or overtime)

- Resident: \$59
- Non-Resident: \$59
- Non-Profit: \$59

EQUIPMENT FEES PER DAY

Built in Digital Projector

- Resident: \$72
- Non-Resident: \$107

Portable Digital Projector

- Resident: \$65
- Non-Resident: \$97.50

Coffee Maker

- Resident: \$12
- Non-Resident: \$18

Grand Piano

- Resident: \$85
- Non-Resident: \$128

EVENT INSURANCE FEES IF PURCHASED THROUGH CITY OF PALO ALTO (ONLY REQUIRED FOR LARGER SOCIAL EVENTS)

Event Insurance

- Anywhere from \$160 to \$200