

Activity Center Rental Rates 2023

Fee Schedule

Room Rent	Extra Day
\$ 250.00	\$ 125.00
\$ 125.00	
\$ 60.00	
\$ 75.00	
\$ 25.00	

Community Room (150 to 175 people)
Community Room- 1/2 Room (100 people max)
Max Plumb Meeting Room (20 people)
Meal Site (40-80 people)
Kitchen Use Rent

^ Rental Deposit is half of the rental fee above

^ Janitorial Fee (if extra clean-up is needed) @ \$25.00 / hour

Facility hours for office purposes:

Activity Center hours: 8:00 am to 1:00 pm

**if there is an activity, the facility will be open and supervised.

Prices are current as of 5/25/2023 and are subject to change.



Rental Rules:

- No decorations may be affixed to the walls or ceiling, and balloons must be anchored.
- The renter may provide but not sell beer or wine ONLY and IF they purchase a public liability insurance policy.
- Only dripless candles may be used.
- No smoking or vaping in the building.
- No tables or chairs may be removed from the building.
- Activity Center Staff will control temperature settings and dividing walls.
- Cleanup must be completed immediately after use.

The City of Harlan is not responsible for lost, stolen, or damaged personal property while located on the grounds, nor shall the City be held responsible for any personal injury caused by equipment or property belonging to the renter. Any damage to the facility (including all equipment, tables, chairs, linens, etc.) shall be billed to the renter at actual repair cost plus 10%.

We reserve the right to refuse service to anyone.

Items available in the Therkildsen Activity Center at no extra charge to renter:

- Podium
- Sound System – Portable and Hand-Held Microphones
- Projector & Drop Down Screen
- Piano
- Padded Chairs
- Round tables & Banquet tables
- 30-Cup and 100 Coffee Makers
- Thermos Servers (6) & water pitchers (8)
- Refrigerator & freezer
- Ice Machine