

**Residents of the Chatham Area Public Library District, Community Non-Profit and Service Organizations:** No Charge

**For-profit organizations** based within the Chatham Area Public Library District will be charged. Please see the fee schedule for more details.

**Non-Resident:** The Majority of participants in the group do not live in the Chatham Area Public Library District, and/or the mailing address of the group is outside of the Library District, and will be charged. Please see the fee schedule for more details.

Fee Schedule for Non-Residents and for-profit organizations based in the Library District	Up to 2 hours	Up to 4 hours	Up to 6 hours	Up to 8 hours
Conference Room	\$50	\$100	\$150	\$200
Activity Room	\$50	\$100	\$150	\$200
Gallery A	\$25	\$50	\$75	\$100
Galleries B/C	\$50	\$100	\$150	\$200
Gallery D	\$25	\$50	\$75	\$100
Galleries ABCD	\$100	\$200	\$300	\$400

Seating: There will be a fee of \$25.00 for a custom seating arrangement for all users of each meeting room. There is no charge for the basic seating set-up.

The fees must be payable seven (7) days before the scheduled meeting and shall be paid at the Circulation Desk when paid in person. The fee may also be mailed and made payable to the Chatham Area Public Library. Acceptable payment methods include cash, check, or credit card. Over-the-phone payments will not be accepted.

Cancellation of a scheduled meeting with less than twenty-four (24) hours' notice will result in forfeiture of any/all meeting room fees paid.