MEETING ROOM FEES: (Rates Per Hour)

Facility		Category I. Non-Profit Organizations	Category II. All Others, including For Profit
CONFERENCE AND SMALL GROUP ROOMS:			
Naples Regional – Conference Room	Capacity: 6	$10.00	$20.00
Naples Regional – Small Group Study Room A	Capacity: 8	$10.00	$20.00
Naples Regional – Small Group Study Room B	Capacity: 10	$10.00	$20.00
Naples Regional – Small Group Study Room C	Capacity: 7	$10.00	$20.00
Naples Regional – Small Group Study Room D	Capacity: 6	$10.00	$20.00
Golden Gate – Conference Room	Capacity: 10	$10.00	$20.00
Marco Island – Conference Room		$10.00	$20.00
Estates Branch – Conference Room	Capacity: 10	$10.00	$20.00
South Regional – Small Group Study Room	Capacity: 15	$10.00	$20.00
SMALL MEETING ROOMS, NO ELECTRONICS			
East Naples – Meeting Room	Capacity: 60	$15.00	$25.00
Estates Branch – Large Meeting Room	Capacity: 50	$15.00	$25.00
Immokalee – Meeting Room Parts A & B	Capacity: 60	$15.00	$25.00
Immokalee – Meeting Room Part A or Part B	Capacity: 30	$10.00	$20.00
LARGE MEETING ROOMS/AREAS, WITH ELECTRONICS			
HQ Library – Sugden Theater (incl. speakers/microphone)	Capacity: 94	$75.00	$125.00
HQ Library – Courtyard		$75.00	$125.00
Naples Regional – Rees Meeting Room (incl. speakers/microphone)	Capacity: 84	$25.00	$50.00
Marco Island – Rose Hall [1.]	Capacity: 125	$40.00	$75.00
South Regional – Meeting Rooms A **&** B (incl. speakers/microphone)	Capacity: 225	$75.00	$125.00
South Regional – Meeting Room A **or** B (incl. speakers/microphone)	Capacity: 100	$40.00	$75.00
SMALL STUDY ROOMS			
Golden Gate – Small Study Rooms	Capacity: 4	$5.00	$10.00
Immokalee – Small Study Room		$5.00	$10.00
South Regional – Individual Study Rooms		$5.00	$10.00
COMPUTER LABS			
Estates Branch – Computer Lab		$50.00	$100.00
Immokalee – Computer lab		$50.00	$100.00
Added Charges: *(per reservation, not per hour)*			
Projector and/or Internet connection (if available)		$25	$50
Food Service		$20	$50
HQ Courtyard Chairs		$1 each	$1 each
HQ Courtyard Stage Lighting		$25	$50
HQ Courtyard Speakers/microphone		$25	$50
South Regional 'after hours use' [2.]		$31	$31
Small group rooms for volunteer literacy tutors or individuals needing a quiet study space.		No charge	**N/A**
Computer Software other than MS Office/Internet Connection - *Must have legal right to install requested software. Two weeks' notice for installation required.)*		$25.00	$25.00

1. Marco Island Rose Hall: Use of Rose Hall by non-profit organizations based on Marco Island is free of charge. The Marco Island Community raised funds to build the facility. For-profit groups do pay the 'Category II' fee listed.

2. South Regional 'after hours use' must start before Library closes and can continue until 10 p.m. Fee is hourly fee charged by County Facilities Management for Security Officer. After hours use applies only to the Meeting Rooms A and B. Security Guard will ensure building is locked after use. If Guard is used primarily to lock facility and ensure participants have left it in good condition, fee will be charged for only 1 hour.

1. All rates are charged in one (1) hour increments.
2. Category I Organizations that are not tax-exempt are required to pay sales tax.
3. Category II Organizations are required to pay sales tax.
4. Verification of non-profit tax-exempt status will be required.
5. All libraries shall remain open to the public for normal library activities and hours when facilities are used by outside groups.

COLLIER COUNTY PUBLIC LIBRARY - MEETING ROOM CAPACITIES

Branch/Meeting Room	Occupancy	Equipment available
East Naples Branch Meeting Room	60	none
Estates Branch Large Meeting Room	50	none
Estates Branch Small Meeting Room	10	none
Golden Gate Conference Room	10	none
Golden Gate Study Room A	4	none
Headquarters Regional Sugden Theater	94	microphone, speakers, projector
Immokalee Branch Meeting Room	65	none
Immokalee Branch Meeting Room A	30	none
Immokalee Branch Meeting Room B	30	none
Marco Island Branch Rose Hall	125	microphone, speakers, projector
Naples Regional Rees Meeting Room	100	microphone, speakers, projector
Naples Regional Small Meeting Room A	8	none
Naples Regional Small Meeting Room B	10	none
Naples Regional Small Meeting Room C	7	none
Naples Regional Small Meeting Room D	6	none
South Regional Multipurpose Room (A & B)	225	microphone, speakers, projector
South Regional Meeting Room A or B	100	microphone, speakers, projector
South Regional Group Study Room	15	none