

Historic Atascadero City Hall

Meeting Reservations

The Historic Atascadero City Hall fourth floor Rotunda room may be reserved for meetings based on availability. All applications for meeting reservations must be received at least 30 days prior to the event.

Reservations will be taken on a first come, first served basis.

Monday – Friday Rentals

Upper Rotunda/City Council Chambers:

Reservations are required to be a two hour minimum rental. Rental times include the arrival and departure time of the renter. Pricing in the upper Rotunda includes up to 200 chairs. The number of chairs may be requested and set-up in advance.

8:00 am – 5:00 pm Monday - Thursday (2 hour minimum)

\$132 per hour for private (resident)

\$144 per hour for private (non-resident)

\$108 per hour for non-profit

Security Deposit and Cleaning Fee

\$545 – Non-refundable security deposit **& separate cleaning fee**, for meetings that serve food/drinks

Public Meeting Rooms (First Floor Conference Rooms #104 & #106):

Rentals include two 8' tables and up to 30 chairs. Renters are responsible for setting up the room in their desired configuration.

8:30 am – 5:00 pm Monday - Thursday

\$48 per hour for private (resident)

\$54 per hour for private (non-resident)

\$30 per hour for non-profit*

*Non-Profit: 2 hours may be reserved on an occasional basis (no more than 4 times per year by the same organization) at no charge.

Event Cleaning Fee

\$52 per event cleaning fee for events that serve food

Reservation Process:

A completed application with full payment is required to reserve a requested date. In the event of a cancellation, 50% of the payment will be refunded.

For more information, please call 805-470-3490