

Wilkes Heritage Museum, Inc. Building Usage Fees

P. O. Box 935
100 Main Street Wilkesboro, NC 28697

Schedule of Fees (Hours will be rounded up to include staff hours)

**Building lease available between the hours of 7:00 AM and 10:00 PM ~ 7 Days a Week
NOT available for lease when closed for holidays.**

Base Rate	7-8 Hours	5-6 Hours	3-4 Hours	1-2 Hours	TOTALS
Auditorium ONLY	\$475	\$375	\$275	\$175	\$
Entire Bldg.	\$975	\$875	\$775	\$675	\$
Security Deposit	-----	-----	-----	-----	\$25.00
Tablecloths \$3.00 each	-----	-----	-----	-----	\$
Napkins .25 cents each	-----	-----	-----	-----	\$
AV/Sound Technician at \$35.00 per hour	\$	\$	\$	\$	\$
Projector use \$5.00 per usage hour	\$	\$	\$	\$	\$
Janitorial Fee:					\$175
Minus 10% discount for non-profits:					\$
TOTAL CHARGES:					\$

- All fees must be paid in full at the time the facilities are reserved. Checks will be made payable to Wilkes Heritage Museum.
- In the event of a cancellation, Wilkes Heritage Museum, Inc. will determine the amount to be refunded based on the amount of preparation completed at the time of the cancellation.
- Fees do not apply to the Wilkes Heritage Museum, Inc. sponsored events.
- Changes/exemptions to fees are only possible by approval of Wilkes Heritage Museum, Inc. Executive Committee.
- The security deposit is refundable within 30 days, only after Wilkes Heritage Museum, Inc. has inspected for damages, state of cleanliness after use OR if law enforcement has to be called for illegal activity. If damages incurred are more than the \$25.00, leaser agrees to pay full cost of damages.
- Understand that damages to Wilkes Heritage Museum, Inc. displayed artifacts can be thousands of dollars.