



MAXIMUM CAPACITIES AND RENTAL RATES

ROOM	SET-UP STYLE(S)	CAPACITY	ROOM SIZE	SQ.FT.	RATE/DAY
301	CLASSROOM	30	21 X 28	588	\$153.00
302	CONFERENCE	10	12 X 17	204	\$53.00
303	CONFERENCE	8	13 X 19	247	\$64.00
304	THEATER CLASSROOM CONFERENCE	25 12 12	14 X 23	322	\$84.00
305	THEATER CLASSROOM CONFERENCE	25 12 12	14 X 23	322	\$84.00
306	BANQUET RND TABLES	60	26 X 28	728	\$189.00
307	CONFERENCE THEATER	20 30	18 X 24	432	\$124.00
309*	CONFERENCE	12	17 X 17	289	\$75.00
310*	CONFERENCE	12	17 X 17	289	\$75.00
401	HERRINGBONE T-BONE CLASSROOM THEATER CONFERENCE	60 40 40 60 40	40 X 41	1640	\$447.00
402	HERRINGBONE T-BONE CLASSROOM THEATER CONFERENCE	40 40 40 60 40	40 X 29	1160	\$324.00
401 & 402	HERRINGBONE T-BONE CLASSROOM THEATER CONFERENCE	120 80 100 180 80	40 X 70	2800	\$771.00
508*	CONFERENCE (10 AT TABLE, 24 AUDIENCE)	34	35 X 30	1050	\$300.00
610*	CONFERENCE	10	15 X 20	300	\$75.00
Annex B	HERRINGBONE T-BONE CLASSROOM THEATER CONFERENCE	60 40 60 60 40	40 X 40	1600	\$416.00
Annex C	HERRINGBONE T-BONE CLASSROOM THEATER CONFERENCE	60 40 60 60 40	40 X 40	1600	\$416.00

*Availability subject to departmental release.

Maximum capacities set by Fire Marshall. Rates reflect full day usage and includes custodial set-up and clean-up.

A flat day rate charge will be assessed for the use of County Office meeting facilities **after regular working hours or weekends.**

Regular hours of operations are Mon-Fri 7 a.m. to 9 p.m., Saturday 7 a.m. to 3 p.m. Any meeting scheduled beyond 3 p.m. on Saturday must be pre-approved by SDCOE and a charge of \$100.00/hour or any part thereof will be assessed in addition to room use fees.



JRRTC MAXIMUM CAPACITIES AND RENTAL RATES

Room	Set-Up Style	Capacity	FACILITY USE FEES	
Comm Lab 1&3	Theatre	65	For San Diego County K-12 public schools, all SDCOE programs: \$0 during regular hours	
	Conference	28		
	Herringbone	45		
	Classroom	35		
	T-Bone	40		
Comm Lab 2&4	Theatre	50		Conference rooms
	Conference	25		\$75/half day or \$150/full day for external education groups*
	Herringbone	40		\$150/half day or \$300/full day for commercial groups
	Classroom	35		Single Learning Lab or single Communication Lab
	T-Bone	40		\$150/half day or \$300/full day for external education groups*
Comm Lab 1-4	Theatre	175	\$300/half day or \$600/full day for commercial groups	
	Conference	56	Half Comm Labs (1&3 or 2&4)	
	Herringbone	110	\$300/half day or \$600/full day for external education groups*	
	Classroom	85	\$600/half day or \$1200/full day for commercial groups	
	T-Bone	90	All Comm Labs 1-4	
Learning Lab 2	Classroom	15	\$600/half day or \$1200 full day for external education groups*	
Learning Lab 3	Classroom	15	\$1200/half day or \$2400 full day for commercial groups	
Learning Lab 4	Classroom	15	<i>We can accept payment via check or purchase order only.</i>	
Learning Lab 2-3	Classroom	30		
Learning Lab 3-4	Classroom	30		
Learning Lab 2-4	Classroom	45		
208	Conference	16		
209	Conference	12		

*External Education Groups means all non-San Diego County K-12 public and private schools, institutes of higher learning, non-profits, and government agencies.

Each room has a presenter PC, LCD or monitor projection. The Comm Labs and rooms 208 and 209 have video conferencing capabilities. Only the Learning Labs have participant laptops. Room 208 and 209 can accommodate 4-6 people in extra chairs at the back of the room.

ALL clients using **JRRTC on WEDNESDAY OR THURSDAY** (other evenings only upon approval) **after 5:00 PM MUST pay \$50/hour for Tech Support/Overtime.** Please provide billing information upon booking.

On a **SATURDAY** all time booked is \$50/HOUR for Tech support/OT (Minimum charge of 4 hours) and \$40/hour for custodial overtime. IF EVENT GOES PAST 3:00 PM, the custodial rate increases to \$100/hour.

Regular hours of operations are Mon-Fri 7 a.m. to 9 p.m., Saturday 7 a.m. to 3 p.m.



NCREC MAXIMUM CAPACITIES AND RENTAL RATES

Room	Set-Up Style	Capacity	FACILITY USE FEES
Comm Lab 1&3	Herringbone	60	For San Diego County K-12 public schools, all SDCOE programs: \$0 during regular hours
(half comm lab)	T-Bone	66	
	Classroom	50	Single Conference room
	Conference	32	
	Theatre	80	\$75/half day or \$150/full day for external education groups* \$150/half day or \$300/full day for commercial groups
Comm Lab 2&4	Herringbone	48	
(half comm lab)	T-Bone	54	Single Classroom
	Classroom	40	
	Conference	28	\$150/half day or \$300/full day for external education groups \$300/half day or \$600 full day for commercial groups
	Theatre	70	
Comm Lab 1-4	Herringbone	120	Combined Classrooms or Half Comm Lab
(All comm labs)	T-Bone	126	
	Classroom	120	\$300/half day or \$600/full day for external education groups* \$600/half day or \$1200/full day for commercial groups
	Conference	40	
	Theatre	180	All Comm Labs
Conf Rm 1 or 2	Conference	12	
Classroom A or B	Herringbone	24	\$600/half day or \$1200 full day for external education groups* \$1200/half day or \$2400 full day for commercial groups
	T-Bone	24	
	Classroom	24	<i>We can accept payment via check or purchase order only.</i>
	Conference	16	
	Theatre	35	
Classrooms A and B combined	Herringbone	56	
	T-Bone	48	
	Classroom	48	
	Conference	24	
	Theatre	70	

***External Education Groups** means all non-San Diego County K-12 public and private schools, institutes of higher learning, non-profits, and government agencies

Each room has projection and laptop/aux connections available. Sound amplification is only available in the Comm Labs. Comm Lab 2 and Conference Room 2 have video conferencing. Docucams, DVD/VCR, and limited laptops available upon request.

ALL clients using NCREC on **WEDNESDAY OR THURSDAY** (other evenings only upon approval) after 5:00 PM MUST pay \$50/hour for Tech Support/Overtime. **Please provide billing information upon booking.**

On a **SATURDAY** all time booked is \$50/HOUR for Tech support/OT (Minimum charge of 4 hours) and \$40/hour for custodial overtime. IF EVENT GOES PAST 3:00 PM, the custodial rate increases to \$100/hour.



SCREC MAXIMUM CAPACITIES AND RENTAL RATES

Room	Set-Up Style	Capacity	FACILITY USE FEES
Comm Lab 1&3 (half comm lab)	Theatre	45	For San Diego County K-12 public schools, all SDCOE programs: \$0 during regular hours Conference rooms \$75/half day or \$150/full day for external education groups* \$150/half day or \$300/full day for commercial groups Individual classrooms \$150/half day or \$300/full day for external education groups* \$300/half day or \$600/full day for commercial groups Half Comm Labs or all 3 classrooms \$300/half day or \$600/full day for external education groups* \$600/half day or \$1200/full day for commercial groups All Comm Labs \$600/half day or \$1200 full day for external education groups* \$1200/half day or \$2400 full day for commercial groups
	Conference	16	
	Herringbone	50	
	T-Bone	54	
	Classroom	38	
Comm Lab 2&4 (half comm lab)	Theatre	45	
	Conference	16	
	Herringbone	50	
	T-Bone	54	
	Classroom	38	
Comm Lab 1-4 (all comm labs)	Theatre	123	
	Conference	36	
	Herringbone	100	
	T-Bone	108	
	Classroom	74	
Classroom A	Classroom	12	
Classroom B	Classroom	16	
Classroom C	Classroom	12	
Classroom AB or BC	Classroom	28	
Classrooms A-C	Classroom	38	
Conf Rm A 103	Conference	10	
Conf Rm B 104	Conference	10	
Conf Rm C 214	Conference	10	

We can accept payment via check or purchase order only.

***External Education Groups** means all non-San Diego County K-12 public and private schools, institutes of higher learning, non-profits, and government agencies

All meeting rooms have projection. A limited number of laptops is available for use in the Comm Labs or classrooms. Conference rooms additionally have a conference phone. Conference room B and Comm Labs 2 & 4 have video conferencing capabilities.

ALL clients using SCREC on WEDNESDAY OR THURSDAY (other evenings only upon approval) after 5:00 PM MUST pay \$50/hour for Tech Support/Overtime. Please provide billing information upon booking.

On a **SATURDAY** all time booked is \$50/HOUR for Tech support/OT (Minimum charge of 4 hours) and \$40/hour for custodial overtime. IF EVENT GOES PAST 3:00 PM, the custodial rate increases to \$100/hour.