Rental Rates & Fee Schedule @ Hollins Library

Availability

Rental spaces are available during the Library's normal hours of operation.

Groups will be given 30 minutes prior to their meeting, starting as early as 9:00am, to handle meeting setup including furniture layout. Rentals will not be booked past 30 minutes prior to closing. For example, if the library closes at 8pm, you may book your meeting to go no later than 7:30pm.

Payment of the Meeting Room Usage Fee is due before the meeting begins.

Classifications

Community Use: Community rates apply to nonprofit organizations (a 501(c)(3) tax determination letter may be required), social and hobby clubs, shower and birthday parties, and government agencies outside of Roanoke County for noncommercial use (i.e., no admission fee, vendor fee, sale of a product/service, and/or donation is requested or received during the event). Events may or may not be open to the public and may occur during library operating hours.

Commercial Use: Commercial rates apply to for-profit businesses and corporations. Admission or vendor fees may be collected and donations may be received during the event. These rates also apply to nonprofit organizations in which events or meetings involve admission fees or donations while renting the meeting space. Events may or may not be open to the public and may occur during or outside of regular library operating hours with approval and additional fees. This may include business receptions, seminars, or workshops.

Government Use: Government agencies, outside Roanoke County, receive a 50% discount on stated fees.

Rates

MEETING ROOM	
Community Groups	**Commercial Groups**
$10/hour	$40/hour

CONFERENCE ROOM	
Community Groups	**Commercial Groups**
$10/hour	$25/hour

More Information

For further information, see Terms and Conditions.