



FACILITY FEES & RENTAL INFORMATION

	Weekday	Friday Evening	Saturday
Atrium*	\$500	\$1,200	\$1,500
Bruno Hall*	\$400	\$800	\$1,000
Dunn/French Library*	\$400	\$800	\$1,000
Terrace	\$350	\$800	\$1,000
Second Floor	\$1,000	\$1,800	\$2,000
Beeson Hall (A&B)*	\$1,000	\$1,800	\$2,000
Beeson Hall East (C)	\$400	\$1,000	n/a
Beeson Hall (A, B, & C)*	\$1,500	\$2,500	\$2,800
Entire Building	\$3,000	\$5,500	\$6,300

Non-Profit Organizations with an IRS Determination Letter are eligible to receive a 30% discounted facility fee

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This discount is not applicable during select seasonal months, holidays, and select Friday and Saturday evenings, or combined with any other discount or promotions.

Rental Hours

- Six hour rental (including set up and breakdown); \$350 per additional hour
- Facility fee doubled for all day events
- Sunday rentals require a minimum facility fee of \$2,000 and a minimum of \$5,000 in food & beverage

Parking

Convenient parking across the street in Birmingham Parking Authority Deck #3

- Free on weekends and after 8pm on weeknights
- Weekday rate is \$1 per hour
- Option to validate your guests' parking

Security

Building security is required for functions scheduled outside of normal business hours (M-F, 8-5pm) at a rate of \$20 per hour

- Off-duty police officers are required for public events and other certain events at a rate of \$30 per hour each
- Rates subject to increase on holidays

Audio Visual

- One microphone and lectern included with rental
- Data projector, screen, and audio/power sources included in most rooms*
- Additional equipment available to rent
- Technical support and/or production services may be required for some events at an additional cost



THE HARBERT CENTER

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Catering

In-house catering provided by Southern Foodservice Management, The Harbert Center's exclusive caterer for 30 years

- Outside catering is not allowed, with exception to wedding/celebratory cakes
- All alcohol must be provided and served by our caterer; outside alcohol is not allowed under any circumstance
- Our talented chef is happy to personalize any menu to meet your specific needs

Dance Floor

- A 24' x 13' dance floor included with Beeson Hall rental
- 18' x 18' teak wood dance floor \$350 | Extension to Beeson Hall dance floor \$175

Uplight Package

- (10) LED color programmable lights \$250

Chair Rentals

Pricing includes fee for removal of existing chairs and set up/breakdown of rented chairs

- Chiavari chairs - black, white, silver, gold, fruitwood, natural wood, or mahogany \$10.50 each | clear \$15 each (black, white, ivory, or brown cushion included)
- Padded folding chairs - black or white \$5.60 each | fruitwood or ivory \$6.60 each
- Delivery fee of \$100 and sales tax will be added to your order

Linen Upgrades

Pricing below is for basic cotton linens that are available in a wide variety of colors; more styles and options are available

- 132" round floor length table linens \$16 each
- 120" round table linens \$14 each
- Napkins \$1 each
- Satin chair sashes \$1.75 each
- Pricing does not include shipping

Cake Stands

- Hammered silver 18" - round or square \$35

Coat Check Attendant

- 30 minutes prior to event until 30 minutes after event conclusion \$15 per hour