CENTER FOR COMMUNITY ENGAGEMENT RENTAL GUIDE
BUILDING FEATURES

Tables and chairs onsite:
- 20 rectangular seminar tables
- 15 round banquet tables
- 9 high top tables
- 100 chairs
- Warming kitchen for food staging

- Coat closets available
- Audio/Visual equipment
- Elevator accessibility
- ADA-compliant restrooms

FIREPLACE ROOM
Capacity: 40 seated, 50 standing

MURAL ROOM
Capacity: 40 standing
This room is primarily used for food/beverage service in combination with other space(s).
Technology available: • Built-in speakers • Microphone
COMMUNITY ROOM

Capacity:
- Conference Room Seating: 38
- Seminar Seating: 60
- Banquet Seating: 72
- Lecture Seating: 87

Technology available:
- Projector (HDMI cable provided)
- Blu-ray player
- Built-in speakers
- Microphone and lectern

FURNITURE PLAN - OPTION 1
LECTURE SEATING ARRANGEMENT

FURNITURE PLAN - OPTION 2
SEMINAR SEATING ARRANGEMENT

FURNITURE PLAN - OPTION 3
CONFERENCE SEATING ARRANGEMENT

FURNITURE PLAN - OPTION 4
BANQUET SEATING ARRANGEMENT
NORTH AND SOUTH PARLOR ROOMS
Capacity: 40 standing
Additional registration or cocktail tables may be added to this space.

ARTHUR J. GLATFELTER INSTITUTE FOR PUBLIC POLICY
CONFERENCE ROOM
- Capacity: 18
- Technology available
  - 65" TV monitor (HDMI cable provided)
  - Conference phone
- Please note that this room is not ADA-accessible, as it is located on a landing with five steps.
THE POWDER MILL SUITES
Capacity: 40 standing

THE ROSE ROOM
- Mobile conference tables and chairs for up to 20 people
- 65” TV monitor, (HDMI cable provided)
- Three 32” TV monitors for small group work, (HDMI cable provided)
- Three 8’ glass white boards
- Desktop computer

THE DAFFODIL ROOM
- Mobile conference tables and chairs for up to 20 people
- 65” TV monitor, (HDMI cable provided)
- Two 8’ glass white boards
- Desktop computer

FEE STRUCTURE
Rental Fees:
Sunday through Thursday = $600/day
Friday and Saturday = $1,000/day
Rental Fee discounts available for nonprofit groups.

Administrative Fee:
$150 for one-day event; $50 for each additional day

Custodial Fee:
$100 per day

Liability insurance required for all non York College event hosts.
Security deposit due at signing = 50% of rental fee and will be deducted from total bill at time of final payment. If lessee cancels the event within fourteen (14) days of the use date for any reason other than a state of emergency having been declared by the Governor of Pennsylvania or the Mayor of York City, lessee shall in addition remain liable for and shall pay to the College the full rental price specified above.
For more information contact:
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