

# Facility Use Regulations

- ALL facility rentals of 100 or more require liability insurance.
- Security is required for ALL social events in the Titan Auditorium and Main Hall.
- Applicant is responsible for orderly conduct of group as well as enforcing all regulations covering the use of City facilities.
- Applicant is responsible for the clean-up of litter and debris including, but not limited to: cups, cans, plates, etc. The room must be left in the condition that it was found.
- Facility must be cleared by the time specified on the application/permit.

## Alcoholic Beverages

- Applicant must inform department of intention to serve alcoholic beverages at the time of application and complete a separate wine and beer service application.
- Beer and wine may be served in rooms in which food is permitted.  
HARD LIQUOR IS NEVER PERMITTED. Food must be served when alcohol is served.
- If wine or beer is to be sold, applicant must apply to the ABC for a one-day permit.

## Food and Nonalcoholic Beverages

- Food and beverages may only be consumed in designated areas of each facility.
- Groups wishing to do on-site food preparation/cooking/heating must clean-up following use of the kitchen and assume all liability for damage or accidents that may occur.
- Smoking is prohibited in ALL facilities and within 20 feet of any doors or windows.
- Please do not hesitate to use the fire alarm in the event of an emergency. The applicant is responsible for the cost of the false alarm caused by unsupervised children/guests/attendees or any “prank” use of the fire alarm.

## Event Times

All events must end by 10:00pm or earlier. The final hour of your paid time is for clean-up only.

## Refundable Damage Deposit

If the rental responsibilities are adhered to, your damage deposit will be refunded by the Finance Department. A check will be mailed to the address on file within 30 days of your event.

*Facilities are open seven days a week for scheduled activities and rentals.  
To check availability of any of our rooms, please call 510-577-3462.*

## Marina

C O M M U N I T Y C E N T E R



## Senior

C O M M U N I T Y C E N T E R



Customer Service 510-577-3462 • [www.sanleandro.org](http://www.sanleandro.org)

# Marina COMMUNITY CENTER

15301 Wicks Boulevard • San Leandro, California 94579



Titan Auditorium



Multipurpose Room B



Multipurpose Room C

	Capacity	Size	SL Resident	Non Resident	SL Business	Others
<b>Multipurpose Room A</b> <i>Mirrored dance room</i>	30	920 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Multipurpose Room B</b> <i>Meeting room</i>	66	1,030 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Multipurpose Room C</b> <i>Meeting room</i>	72	1,115 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Thunderbolt Room</b> <i>Theater / Stadium Seating</i>	75	1,150 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Patio Room</b> <i>Small Meeting room</i>	24	575 sq. ft.	\$35 per hr.	\$53 per hr.	\$53 per hr.	\$61 per hr.
<b>Titan Auditorium</b> <i>Large Hall</i>	200 - 300	4,400 sq. ft.	\$150 per hr. <i>6 hr. minimum</i>	\$225 per hr. <i>6 hr. minimum</i>	\$225 per hr. <i>6 hr. minimum</i>	\$263 per hr. <i>6 hr. minimum</i>
<b>Kitchen</b>			\$80 per day	\$120 per day	\$120 per day	\$140 per day
<b>Security</b>			\$54 per hr.	\$54 per hr.	\$54 per hr.	\$54 per hr.

- All rooms require a refundable damage deposit be submitted at the time of the application.  
Main Hall / Titan Auditorium: \$500 All other rooms: \$100
- General Liability insurance is required for parties of 100 or more

# Senior COMMUNITY CENTER

13909 East 14th Street • San Leandro, California 94578



Main Hall - Entire



Arts & Crafts Room



Activity Room



Computer Room

	Capacity	Size	SL Resident	Non Resident	SL Business	Others
<b>Activity Room</b>	18	625 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Arts &amp; Crafts Room</b>	40	900 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Classroom C</b>	40	725 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Classroom D</b>	40	725 sq. ft.	\$55 per hr.	\$83 per hr.	\$83 per hr.	\$96 per hr.
<b>Computer Room*</b>	18	800 sq. ft.	\$100 per hr.	\$150 per hr.	\$150 per hr.	\$175 per hr.
<b>Health &amp; Fitness</b>	36	1,650 sq. ft.	\$80 per hr.	\$120 per hr.	\$120 per hr.	\$140 per hr.
<b>Main Hall - Entire</b>	300	3,880 sq. ft.	\$150 per hr.	\$225 per hr.	\$225 per hr.	\$263 per hr.
<b>Main Hall - A**</b>	120	1,930 sq. ft.	\$80 per hr.	\$120 per hr.	\$120 per hr.	\$140 per hr.
<b>Main Hall - B** with stage</b>	120	1,930 sq. ft.	\$80 per hr.	\$120 per hr.	\$120 per hr.	\$140 per hr.
<b>Kitchen</b>			\$80 per day	\$120 per day	\$120 per day	\$140 per day
<b>Security</b>			\$54 per hr.	\$54 per hr.	\$54 per hr.	\$54 per hr.

\*12 computer stations available. \*\*Not available on Saturdays. Only "Main Hall-Entire" is available on Saturdays.

- All rooms require a refundable damage deposit be submitted at the time of the application.  
Main Hall: \$500 All other rooms: \$100
- General Liability insurance is required for parties of 100 or more
- 6 hour minimum for Main Hall during peak hours