

THURBER CENTER RENTAL RATES

Thurber Center | 91 Jefferson Avenue, Columbus, OH 43215 | (614) 464-1032 | thurberhouse@thurberhouse.org

THURBER CENTER SPACE RENTAL RATES

Week Day(s)	Room	Capacity	Rate Per Hour	Rate Per Day
Monday Through Friday	Entire Center*	Up to 100	\$100	\$850
Monday Through Friday	Algonquin Room	Up to 75	\$75	\$600
Monday Through Friday	New Yorker Room	15-30	\$50	\$450

Week Day(s)	Room	Capacity	Rate Per Hour	Rate Per Day
Saturday Through Sunday *Weekend contracts: two hour minimum rental	Entire Center*	Up to 100	\$150	\$1,000
Saturday Through Sunday *Weekend contracts: two hour minimum rental	Algonquin Room	Up to 75	\$125	\$800
Saturday Through Sunday *Weekend contracts: two hour minimum rental	New Yorker Room	15-30	\$100	\$650

**Entire Center rental includes the Algonquin Room, New Yorker Room, Lobby, Porch, and Kitchen. The Walter Mitty Terrace on the second floor is not available for use/rent.*

INCLUDED ITEMS

The following items are included in the rental at no additional charge: rectangular tables, chairs, podium, screen, projector, TV, and sound system. Access to the kitchen and use of the refrigerator, microwave, oven, and sink are also included. Renter and attendees may use the dishes and silverware in the kitchen, but they must be washed and returned to their original place after use.

SPECIAL NONPROFIT RATE

A 25% discount applies to 501(c)(3) nonprofit organizations. Please inform Thurber House if you qualify, and be prepared to submit proof of your nonprofit status with your rental application.

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DEPOSIT AND CANCELATION

A 50% deposit is required to hold reservations. Payment in full is due 48 hours prior to your reservation date.

Cancellations must be made 10 business days prior to the reserved date to avoid losing deposit. Payment in full is required for reservations canceled less than 48 hours in advance.

MANDATORY/OPTIONAL FEES

Item	Description	Rate
On-site manager	Mandatory. Thurber House representative(s) will be on site during the rental period.	\$25 per hour
Event/room set up fee	Mandatory. Thurber House will set up tables, chairs, projector, and other Thurber House property.	\$75 flat fee
Thurber House tour	Optional. Tours must be arranged at least three weeks before the rental date.	\$10 per person
Over contract time	Incidental. Applies to rentals that exceed the rental period specified in the Rental Contract.	\$75 per half hour
Cleaning/trash fee	Mandatory. Thurber House will remove all trash in bins and clean. Excessive messes and damages will be added as per below.	\$50 flat fee
Damages	Incidental. Applies to rentals that result in damages to Thurber Center or Thurber House, including exterior, or missing items.	Renter will pay for any and all damages including but not limited to carpet stains, and damaged furniture, equipment, and other property