



South County Civic Center

16700 Jog Road, Delray Beach, FL 33446
Phone: (561) 495-9813, Fax: (561) 496-7483

Civic Rates: Are for organizations with non-profit status or civic groups that have monthly meeting and elected board. Documentation will be required. Name of organization must be the same on all event documents, advertising and insurance (if applicable).

Rental Rates/Fees valid from October 1, 2022-September 30, 2023 **Fees are subject to change**

ASSEMBLY ROOMS *Fees are subject to sales tax	Set-Up	W/kitchen	w/o kitchen	Refundable Security Deposit
Individual Classrooms	\$5.00	N/A	\$10.00 per hr	
Combined Classrooms	\$10.00	N/A	\$16.00 per hr	
Individual Assembly Room	\$12.00	\$22.00 per hr	\$18.00 per hr	
Combination ½ Assembly Rooms	\$17.00	\$28.00 per hr	\$22.00 per hr	
Entire Assembly Rooms (ABCD)	\$22.00	\$34.00 per hr	\$28.00 per hr	
CIVIC SOCIAL FUNCTION RATES A refundable \$250 Security Deposit may be required for Large Civic Social Events				
Individual Assembly Room	\$25.00	\$30.00 per hr		\$250.00
Combination ½ Assembly Rooms	\$40.00	\$37.00 per hr		\$250.00
Entire Assembly Rooms (ABCD)	\$55.00	\$44.00 per hr		\$250.00

Facility Reservation: The rental application must be complete and received along with an advanced deposit of \$100.00 in order to secure the date. The Advanced Deposit will be applied towards your rental fees before final payment is due. All remaining fees are due no later than thirty days prior to scheduled function date. Partial payments are not accepted

Cancellation: Renter has thirty days prior to schedule date to cancel for full refund of all fees paid excluding the \$100 advance deposit. No refunds are given less than 30 days from event date.

Weekend Use: Rental of the Civic Center on Saturday or Sunday is subject to a four-hour minimum rental and additional \$40.50 per hour for staff overtime.

Dance Floor: Permitted use by rental of entire assembly rooms (ABCD) for a fee of \$24.00.

Alcohol: Serving alcohol is permitted with prior approval, required insurance and licenses (if applicable).

OFFICE HOURS: Monday-Friday, 8:30-5:00PM

OPERATING HOURS: Sunday–Thursday latest rental ends 10:00PM

Friday & Saturday latest rental ends 12 midnight