



STATESBORO
BULLOCH CHAMBER

COMMUNITY ROOM RENTAL

97 S. College St. Statesboro, GA 30458

Chamber Community Room

The Chamber Community Room was created with our members in mind. The room seats up to 20 guests around an oval conference table. The room includes an 86" presentation monitor with a full sound system. A permanent service bar is set for your ease in catering or meal service.

Rental Fee:

\$150 per session

\$300 for full day

Morning Session: 8-11am

Lunch Session: 11am-2pm

Afternoon Session: 2-5pm

Full Day Rental: 8am-5pm



CALL US NOW
(912) 764-6111



<https://statesboro-chamber.org>

Today's Date: _____

Facility Use Agreement

Name of Business: _____

Person Responsible for Event: _____

Mailing Address: _____

Telephone: _____ Email: _____

Name of Function: _____

Date Requested: _____

Member rates: Community Board Room is \$150 per session/\$300 full day. Session time includes your set-up and clean-up.

****Renter is responsible for any food or beverages, including ice.***

****Room must be cleaned and returned to original state received.***

Segment Time(s) Requested: <ul style="list-style-type: none">• Morning Session 8-11am _____• Lunch Session 11am-2pm _____• Afternoon Session 2-5pm _____• Full Day Rental 8am-5pm _____	Total Estimated Cost \$ _____ Chairman's Circle Member? _____ Yes _____ No Number of Event Attendees _____ Will food and beverage be served? _____ Yes _____ No
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Additional Details: _____

Room rental is tentative until full payment is received. I fully accept the terms of this agreement, agree to adhere to the SBCC rental policies, and agree to be financially responsible for any damage to furnishings and/or equipment for the facility. I understand that I need to notify marketing@statesborochamber.com 48 hours prior to the event if a cancellation needs to occur. Room rental should be pre-paid and is not refundable but can be credited for future rentals if cancellation notice is received 48 hours in advance. I understand that the group named above shall be responsible for any loss of property or personal injury sustained by users of the building. The group named above also agrees to hold SBCC harmless from all damages to the facility/meeting space and to the person and property of all users, spectators, supervisors and custodians.

Signature: _____
(This person must be onsite at meeting.)

Date: _____

Facility Use Policies

Meeting room rentals are available Monday-Thursday between 8am and 5pm and Friday between 8am-2pm by reservation only. A Chamber team member will serve as your meeting concierge offering room set-up and AV support as well as member catering recommendations.

Discounted member-only rental rates can be found online at statesboro-chamber.org. Non-members will be charged an additional 50% premium.

We ask that catered food and beverages be purchased from SBCC members and arrive ready to be served. Renter is responsible for any food or beverages provided as well as clean up.

The **Facility Use Agreement** must be signed and payment in full received prior to rental acceptance. The Chamber prefers that reservations be made at least one month prior to the actual event.

While the use of the SBCC community board room by members is strongly supported, the Chamber does not endorse the activity, meeting, or event for which the reserving member is using the space. Member agrees not to suggest that the activity, meeting, or event is sponsored by or endorsed by SBCC. Meetings held in these rooms are to be for business only. No children are allowed.

The Chamber shall be non-profit, non-sectarian and, as an organization, shall take no part in, or lend support to, the election or appointment of any candidate for public office. The Chamber shall at all times observe all local, state and federal laws that apply to non-profit organizations as defined in Section 501(c)6 of the Internal Revenue Code.

Please contact marketing@statesborochamber.com or call 912-764-6111 with any questions and to make reservations.