



Library Event Center Pricing

For more information visit www.mylpl.org/events-center/
 or email mnelson@mylpl.org

Venue Space	Half day (1-4 hrs.)	Full day (5+ hrs.)	Theatre Seating	Classroom Seating	Banquet Seating	Reception Standing	Space Dimensions	Sq. Ft.
Dubach Room	\$150.00	\$300.00	100	50	50	100	43x25	1240
Choudrant Room	\$150.00	\$300.00	100	50	50	100	43x22	1020
Simsboro Room	\$150.00	\$300.00	100	50	50	100	43x23	1055
Dubach/ Choudrant	\$300.00	\$500.00	200	100	100	215	43x47	2021
Choudrant/Simsboro	\$300.00	\$500.00	200	100	100	215	43x45	1032
Auditorium (Dubach/Simsboro/Choudrant)	\$400.00	\$600.00	340	150	150	315	43x70	3010
Grambling Room	\$350.00	\$550.00	200			235	43x52	2335
Ruston Room	\$500.00	\$800.00	615	340	500	675	70x83	6765
Grambling/Ruston Room	\$750.00	\$1,000.00						
Events Center (All spaces)	N/A	\$1,200.00						12, 415

Ancillary Fees

Projector/Screen	\$25.00
Podium w/Mic	\$25.00
Wireless Mic	\$25.00
Sound System	\$40.00
5' Round Tables	\$20.00
18" x 5' Tables	No Charge
36" x 8' Tables	No Charge
Chairs	No Charge
WiFi Access	No Charge
Security	\$35.00/Hour, Per Officer

Set up, break down, and clean up time should be within the requested time frame. Please consult with your caterer and/or decorator on necessary space, tables, and time for your event before reserving. The library is not responsible for setting up, arranging, or breaking down tables and chairs for rental events.

Please use estimates above as a guideline when planning your event.

The following factors can affect seating:

- Size and arrangement of tables.
- Amount of space between tables.
- Catering/Food/Drink tables.
- Utilizing the projector, screen or other equipment.

Deposit

\$300.00	Dubach Room, Choudrant Room, Simsboro Room, Dubach/Choudrant, Choudrant/Simsboro
\$500.00	Auditorium (Dubach, Choudrant, & Simsboro), Ruston Room, Grambling/ Ruston Room, Event Center (All Spaces)