

EFFECTIVE 7/1/2025

SPECIAL EVENT MEETING SPACE @ THE CENTRAL LIBRARY	FLR	8-HR COMMERCIAL RENTAL FEE	8-HR NON-PROFIT RENTAL FEE	ADD'L 1-HOUR COMMERCIAL RENTAL FEE	ADD'L 1-HOUR NON-PROFIT RENTAL FEE	CAPACITY	SQ FT
Neil Morgan Auditorium	1	\$5,100	\$4,290	\$638	\$536	300	5000
Mary Hollis Clark Conference Center	1	\$730	\$548	\$91	\$69	45	688
Shiley Special Events Suite	9	\$7,250	\$5,343	\$906	\$668	300	3,500
Helen Price Reading Room	8	\$5,000	\$3,750	\$625	\$469	264	2,000
Jaffe Mountain View Reading Room	5	\$1,000	\$800	\$100	\$80	68	1,024
Sullivan Commission Room	9	\$1,000	\$800	\$100	\$80	34	520
The Garden Courtyard	1	\$2,000	\$1,600	\$100	\$80	500	7,007
Qualcomm Dome Terrace & Sculpture Garden	9	\$4,225	\$3,168	\$906	\$668	214	900
SPECIAL EVENT ADD-ON FEES							
The Jim Dawe Sunset Terrace	9	\$500	\$400	\$100	\$80	100	1,610
The Epstein Bayview Terrace	9	\$500	\$400	\$100	\$80	100	930
MISC ITEMS							
1-Hour Wedding (Excludes Officiant, Photographer, Marriage License & Certificate)	9	\$500	\$500	N/A	N/A	12 Guests	930
Deposit (Due upon booking of Special Event Space)	N/A	50% Non-Refundable	50% Non-Refundable	50% Non-Refundable	50% Non-Refundable	N/A	N/A
Weekend Booking Fee (Fri & Sat)	N/A	\$500	\$500	N/A	N/A	N/A	N/A
Ancillary Fees	NA	Varies	Varies	Varies	Varies	N/A	N/A
Audio Visual Needs	N/A	Varies	Varies	Varies	Varies	N/A	N/A
Filming Fee (Excludes Permit)	N/A	\$1,000	\$1,000	N/A	N/A	N/A	N/A
Photo Shoot Fee (Excludes Permit)	N/A	Varies	Varies	N/A	N/A	N/A	N/A

PLEASE NOTE

- 8-HOUR MINIMUM RENTAL RATE: All rental spaces will be charged a minimum rental rate of 8 hours. Rental time includes time used for load in through load out. Each additional hour, including extra load in or load out time, will be charged the hourly rate.
- SPECIAL EVENT ADD-ONS: Can only be rented in addition to renting the Shiley Special Events Suite as the primary Special Event Meeting Room.
- 1-HOUR WEDDING: A one hour wedding ceremony and photos for 12 guests will access to the Epstein Bayview Terrace for \$500 (see details).
- DEPOSIT: A 50% non-refundable deposit is due upon booking all Special Event Meeting Space (including any add-on spaces).
- WEEKEND BOOKING FEE: A \$500 fee will be added to all Special Event Meeting Space rental for Friday and Saturday rentals per day and per room.
- ANCILLARY FEES: These fees are based on the library's current fee structure for Library Event staffing, security, cleaning, and Audio-Visual needs.
- FILMING/PHOTO SHOOTS FEES: These fees are based on the library's current fee schedule. Does not include permits.
- CATERING: Renters are required to use a caterer from the Library's Exclusive Caterers list.

For more information about our Special Event Spaces visit: www.sandiego.gov/public-library/central-library/special-events

Contact us at: centralevents@sandiego.gov