



Boulder County Regional Fire Training Center Classroom and Conference Room Rental Information and Rate Schedule for 2011.

See Attached User Guide and Dangerous Activity Release.

Use of the classrooms and conference rooms:

The use of the Boulder County Regional Fire Training Center (BCRFTC) classrooms and conference rooms shall be in accordance with the policy and procedures governing the use by the BCRFTC board.

The use of the classrooms and conference rooms are for first response emergency agencies. The first priority for the rooms will be given to those agencies that are designated users of the Boulder County Regional Fire Training Centers.

If you are a designated user, the use of the room is free of charge and you may register on the Calcium Calendar for room reservations.

As a user you are responsible for cleaning and reporting any damage. See checklist attached.

Non- Boulder County Users:

The BCRFTC board must approve the use of the center. An application and fee will be required to be paid by the non-member group seeking use of the classrooms or conference rooms.

The sponsoring agency will be responsible for the use of the center and all payments, cleaning and any deposit.

To use the center please fill out the attached application and send to:

Bruce Mygatt
Boulder Rural Fire Department
5075 Jay Road
Boulder, CO 80301

Room rental rates 2011:

Large Training Room: \$300 full day rental.
(The full room holds 100 people with tables and chairs)
Half Day Rental: \$150

Split Large Training Room: \$200/day
(The split room holds 50 people with tables and chairs)
Half-Day Rental: \$100

Conference Room Upper Level: \$100 full day.
Hourly rate: \$25 an hour.

Conference Room Lower Level: \$100 full day.
Hourly rate: \$25 an hour.

Full Kitchen Rental Rate: \$50 per day for an event.

The Training Center Does Not Provide:

White Board markers, telephone service, coffee, kitchen utensils, cooking supplies, food or beverages.

You, as the user, are responsible for supplying any food, beverages, cups, plates and utensils as required.

You, as the user, are responsible for cleaning, taking all trash out, putting back the chairs and tables and locking the facility after use.

The Center Does Supply:

Tables, Chairs, AV system, white boards, wi-fi Internet access and a coffee pot.