

MAIN STREET STATION RENTAL RATES



A1. Weekend Event: *Friday, Saturday, Sunday, or Holiday** (see holidays below).

- **Use Fee: \$3000.00- four hour event** (see Exhibit B "Terms & Conditions for time inclusions")
 - **\$800.00 per hour each additional hour**
- **Non Refundable Security Deposit - \$500.00**

A2. Weekday Event: *Monday through Thursday (excludes Holidays below)**

- **Use Fee: \$1500.00** (see Exhibit B "Terms & Conditions for time inclusions")
 - **\$400 per hour each additional hour**
- **Non Refundable Security Deposit - \$500.00**

Special Use

B1. Formal Photography Sessions - Formal photography sessions at the Station require advance reservation. Photo sessions will be scheduled Monday through Friday. There is a 2 hours maximum use and no furniture may be moved. The photographer will be required to sign a Hold Harmless agreement with the RMTA.

B2. Rehearsals - Rehearsals for ceremonies held at the Station require advance reservation. There is no charge for the rehearsal. There is a one hour limit on rehearsals, and the times available may be limited due to other events at the Station.

Use Fee Waiver

Requests for waiver of the Use Fee (listed here in Section A1/A2) will only be considered if the request shows a specific, direct benefit for Main Street Station along with documentation to support the stated direct benefit. Only the Chief Administrative Officer of the City of Richmond or his or her designee may give approval for fee waivers. The additional fees below apply where required.

C1. Additional Fees: The following fees must be paid, in addition to the Use Fee

- **Security - \$50 per hour***
 - *Holiday rates for overtime are \$60.00 for each additional hour*
- **Cleaning - \$315 per event**

Payment

RMTA must receive payment in full of all fees at the time the License Agreement is signed for all categories of events. Payment can be made by cash, check, Visa, or MasterCard and must have a photo ID. Checks should be made payable to Richmond Metropolitan Transportation Authority.

*Recognized Holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Presidents' Day, Good Friday, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve and Christmas Day