

Historic Atascadero City Hall

Meeting Reservations

The Historic Atascadero City Hall fourth floor Rotunda room may be reserved for meetings based on availability. All applications for meeting reservations must be received at least 30 days prior to the event. Reservations will be taken on a first come, first served basis.

Monday – Thursday Rentals

Upper Rotunda:

Reservations are required to be a two hour minimum. Rental times include the arrival and departure time of the renter. Pricing in the upper Rotunda includes up to 200 chairs. The number of chairs may be requested and set-up in advance.

8:30 am – 5:00 pm Monday - Thursday (2 hour minimum)

Private: \$120 per hour

Atascadero Resident: \$110 per hour

Non- Profit: \$90 per hour

First Floor Conference Room # 104 & #106:

Rentals include two 8' tables and up to 30 chairs. Renters are responsible for setting up the room in their desired configuration.

8:30 am – 5:00 pm Monday - Thursday (2 hour minimum)

Private: \$45 per hour

Atascadero Resident: \$40 per hour

Non-Profit: 2 hours may be reserved on an occasional basis (no more than 4 times per year by the same organization) at no charge. Additional rental time: \$25 per hour

Reservation Process:

A completed application and full payment is required to reserve a requested date. In the event of a cancellation, 50% of the payment will be refunded.

Security Deposit:

For meetings that serve food, or are for more than 3 hours in the Rotunda, a refundable security deposit of \$500 will be required.

Cleaning Fee:

For meetings that serve food, or for more than 3 hours, a cleaning fee will apply.

For more information, please call 805-461-5000