



2025 RESERVATIONS FEE SCHEDULE

ROSSMOOR WALNUT CREEK | RECREATION DEPARTMENT



FLAT RATE RENTAL FEES	Flat Rate	Max Occupancy
<i>(For Resident Private Reservation Only)</i>		<i>(Dining/Assembly)</i>
Small Meeting Rooms Up to 4 HRS		
Creekside: Bunker	\$60	14/24
Creekside: Mulligan	\$60	14/24
Dollar: Garden Room	\$60	24/24
Dollar: Card Room 1	\$30	20/20
Dollar: Card Room 2	\$30	20/20
Gateway: Multi-Purpose Room 1	\$60	24/24
Gateway: Multi-Purpose Room 2	\$60	24/24
Gateway: Multi-Purpose Room 3	\$60	48/48
Medium Meeting Room Up to 4 HRS		
Gateway: Redwood Room	\$85	59/59
Hillside: Vista Room	\$85	48/65
Mid-Size Meeting Room Up to 4 HRS		
Creekside: Fairway	\$175	64/80
Creekside: Club Room	\$175	88/100
Event Center: Donner Room	\$175	80/100
Peacock Theatre/Meeting Hall Up to 4 Hours	\$150	155

HOURLY + BLOCK RENTAL FEES		<i>Hourly or Block</i>	<i>Max Occupancy</i>
<i>(For Resident Private Reservation Only)</i>			<i>(Dining/Assembly)</i>
Large Hall with Kitchen Included			
Gateway: Fireside + Kitchen			200/250
Hillside: Diablo + Kitchen			136/165
<i>Minimum 2 Hours</i>		\$230	
<i>6 Hour Block</i>		\$590	
<i>12 Hour Block</i>		\$1,180	
<i>Additional Hour</i>		\$115	
Event Center			
Tahoe Room (Ballroom) + Kitchen			350/500
<i>Minimum 2 Hours</i>		\$270	
<i>6 Hour Block</i>		\$700	
<i>12 Hour Block</i>		\$1,350	
<i>Additional Hour</i>		\$135	
Dollar Patio + Dining Space			48/66
<i>Minimum 2 Hours</i>		\$110	
<i>6 Hour Block</i>		\$300	
<i>12 Hour Block</i>		\$550	
<i>Additional Hour</i>		\$55	
Peacock Plaza			140
<i>Minimum 2 Hours</i>		\$110	
<i>6 Hour Block</i>		\$300	
<i>12 Hour Block</i>		\$550	
<i>Additional Hour</i>		\$55	

PICNIC SITE FEES (Private + Club Use)		<i>Flat Rate</i>
Dollar: Picnic Site #1		\$25
Dollar: Picnic Site #2		\$25
Dollar: Picnic Site #3		\$25
Dollar: Picnic Site #4		\$25
Hillside: Shady Glen Park #1		\$25
Hillside: Shady Glen Park #2		\$25
Hillside: Shady Glen Park #3		\$25
Hillside: Shady Glen Park #4		\$25
Hillside: Shady Glen Park #5		\$25
Hillside: Sportsmen's Park		\$25

COMMUNITY ROOMS (Private + Club Use)

Community Rooms are shared spaces where multiple small groups and/or individual users may use the space concurrently. These rooms may be closed/blocked out from time to time when adjacent spaces are reserved for a paid reservation.

The following conditions apply:

- No reservable times
- No reservable part of the room
- No guarantee of space for recurring activity
- No set up by custodial staff
- No cleaning in between uses
- No rearranging of furnishings
- No AV
- All food waste must be removed by Resident

Community Rooms

Event Center: Echo Room

Gateway: Redwood Room

Gateway: Fireside Lobby

NO FEE-NO SERVICE ROOMS (Private + Club Use)

Only the rooms designated as No Fee-No Service can be requested as No Fee-No Service. All of the following conditions apply:

- No set up by custodial staff
- No moving of furnishings from one room to another
- No AV is requested
- No cleaning in between uses
- Club is responsible for restoring room to standard set up after use (room diagrams will be installed in each room)
- All food waste must be removed by Club
- Recurring bookings may only be made by Clubs

No Fee-No Service Rooms:	Max Occupancy
Creekside: Bunker	14
Creekside: Mulligan	14
Dollar: Card Room 1	20
Dollar: Card Room 2	20
Dollar: Card Room 3	20
Dollar: Chess Room	20
Dollar: Eisenhower Room	15
Dollar: Garden Room	24
Gateway: MPR 1 – Includes 1 Mic	24
Gateway: MPR 2 – Includes 1 Mic	24
Gateway: MPR 3	48
Gateway: Oak Room – Includes 1 Mic (<i>Card/Table Games Only</i>)	144
Hillside: Las Trampas (<i>Performing Arts Only</i>)	90
Hillside: Pine Room	14

ADDITIONAL FEES - HOURLY RATES	Hourly Rate
Tech Operator Standby	\$40/Hour
Sound Panels Set Up	\$40/Hour
Riser Set Up	\$40/Hour
Additional Staff Time	\$40/Hour

ADDITIONAL FEES - FLAT RATES	Flat Rate
Service Fee (Based on Attendance)	
1-50 People	\$25
51-100 People	\$50
101-200 People	\$95
200 or More People	\$175
Portable Sound	\$50
Change Fee	\$50
AV Equipment (Projector, Mics, Laptop Hookups, etc.)	\$40
<ul style="list-style-type: none"> This fee will be waived for Clubs <u>only</u> when a Service Fee is paid for the use of a room and when Club requires a plug-in to a pre-set sound and projection system using Club's own audio device or laptop. Club is responsible for providing their own adapter and/or HDMI cable. This waiver does not apply to the Event Center. 	
Deposit (Refundable Cleaning/Damage)	* \$500
<ul style="list-style-type: none"> A refundable deposit is required for all Private Resident Reservations for use of Donner, Tahoe, Event Center Kitchen, Dollar Main + Patio, Fireside Room, Fireside Kitchen, Diablo Room, Diablo Kitchen, Peacock Plaza 	
<p>* Clubs are not charged this fee in advance of their reservation, but fee may be applied after use.</p>	

