

THE ATTIC TEEN CENTER



City of Torrance, Community Services Department Procedures and Guidelines RENTAL OF THE MULTI-PURPOSE ROOM

THE ATTIC is comprised of an 1,970 square-foot multi-purpose room and 1,200 square-foot patio. The multi-purpose room provides a space for a variety of events, classes, as well as a meeting space. The maximum occupancy is 99 and includes a small one compartment prep sink, 99 chairs and 2 rectangle tables.

FEE SCHEDULE

Day and Time	*Resident Non-Profit	*Non-Resident Non-Profit	Torrance Resident	Non-Resident/ Commercial
Saturday 8am – 9pm <small>8:00-12:00/3:00-9:00 only</small>	\$60/ hour	\$80/ hour	\$80/ hour	\$100/ hour
Sunday 9am – 9pm	\$60/ hour	\$80/ hour	\$80/ hour	\$100/ hour

Description	Price	Comments
Event Manager	\$18	Per Hour. Required for groups with 50 or more and/or events after 5:00 p.m.
Set-up/Tear-down	\$30 Flat Rate	Required for all groups.
Patio	\$10	Per Hour.
Round Tables	\$8 Each	Maximum of 10. Includes set-up and tear-down.
Rectangle Tables	\$5 Each	Maximum 20 maximum. Includes set-up and tear down.
Refundable Deposit	\$500	Required for all groups.

Residents may make reservations up to 9 months in advance; non-residents up to 2 weeks in advance. All reservations must be completed 5 business days prior to date.

MAXIMUM OCUPANCY

- Audience or classroom style setting is **99**.
- Dining is **80** (10 tables with 8 per table) and dining and dancing is **50** (5 tables with 10 per table).
- Parking lot capacity is **22** stalls within the gated area with an additional **2** spaces and **1** handicap stall available outside the gated area.

Please call THE ATTIC Specialist at (310) 782-8828, for further rental information.