



**San Diego Central Library  
@ Joan A Irwin Jacobs Common  
Special Event Space  
Ancillary Service Rates**

Revised 12-23-15

Ancillary fees associated with Central Library Special Event Space rentals are set to reflect the City of San Diego's cost recovery policy.

### **After-Hours Rates**

Ancillary fees will apply for events that take place outside Central Library open hours.

- Library and custodial staffing – After-hours staffing will be required at a rate of \$40/hour per Library and custodial staff person. Staffing levels will be determined depending on the complexity or type of event.
- Security is required for events hours outside [Central Library open hours](#) at the prevailing Library rate of \$33/hour per security guard. One security guard for every 0-100 attendees is required at the event. In addition, one security guard is required in the lobby for intake of attendees. If alcohol is being served at the event, one additional guard will be required regardless of the number of attendees and number of guards already assigned.

Special Events staff will work with prospective renters to calculate the total costs associated with after-hours staffing needed.

### **Parking Rates**

- Contact Special Event staff for more details concerning event parking.
- See [maps for nearby offsite parking options](#).

### **Piano Tuning Rate**

The piano in the Auditorium will be tuned by the Library prior to event rental. If the piano is used during the rental of the Auditorium, the renter will be responsible for paying for retuning the piano by the Library's contracted piano tuner at the rate of \$135-\$175 per piano tuning. Contact the Special Events staff for more details.

### **Contact Us**

If you have questions about any ancillary charges, please contact Special Events staff at [centralevents@sandiego.gov](mailto:centralevents@sandiego.gov).