

Chaffey College Facility Rentals Frequently Asked Questions

- **Where can I find pricing for each rental space?**
See the Fair Market Value Rate [Facility Rentals | Chaffey College](#)
- **Does the District offer technology equipment and/or setup?**
No, rentals do not include technology equipment and/or setups. The use of classroom instructor stations is not permitted.
- **Can I use the District's Wi-Fi?**
No, rentals do not include access to the District's Wi-Fi.
- **Do rentals include tables and chairs?**
Tables and chairs may be provided for unfurnished spaces and must be noted on the submitted application.
- **Does Chaffey College offer non-profit pricing?**
Chaffey College non-profit pricing may be available and is solely determined by the District upon review of the proposed event and the IRS non-profit determination letter.
- **When are fees due?**
All fees associated with the requested rental are due seven (7) days before the event date. Failure to make payment by this date may result in the cancellation of the requested event.
- **How can I pay my fees?**
Payment details will be provided in the contract.
- **Can I make changes to my event after booking?**
Yes, changes may be requested up to 14 days in advance of your proposed event date.
- **What if I need to cancel my event?**
In most cases, events may be cancelled within seven (7) calendar days of the event date.
- **Is parking included with facility rental?**
Parking is not included with facility rental; however, the following options are available:
 - \$99.00 per designated lot for the duration of an event with a facility rental
 - \$1.00 per hour per parking space
 - \$4.00 per day per parking space
- **Can I bring food and drinks into a rental space?**
Outside food and drinks are not permitted. However, the District has an on-site vendor that may be available for specific catering needs.

- **Can I have a DJ at my event?**

A DJ may be permitted upon review of the application submission, business license, and certificate of insurance. The noise ordinance cut-off time is 10 PM (with the exception of the Chino Community Center).

The District does not provide any DJ equipment, ancillary devices, or support. An electrical load review is required at the time the application is submitted.

- **Can I have alcohol at my event?**

Only Chino Community Center rentals may allow for events to serve alcohol. Applicants need to provide the following: advance notice, proper submission and filing with Chaffey Community College and/or the County of San Bernardino Alcohol Beverage Control Department, and receipt of approval. Please review the following link to the Chino Community Center website for more details: [Chino Community Center | Chaffey College](#).

- **Can event spaces be decorated?**

The use of staples, wire/zip ties, tape (only blue painter tape permitted), other fixatives, rice, flower petals, confetti, streamers, poppers, fireworks, sparklers, glitter, or birdseed is not permitted on District campuses.

- **Who can I contact for more details?**

FacilityRentals@Chaffey.edu