

## OSM ROOMS & RENTAL RATES – Portland

Rooms are rented as they are available during the calendar year. OSM will not rent rooms for activities that are incompatible with our values. The enclosed rental application must be submitted outlining the activity, dates and times needed. Upon approval, a rental agreement will be issued listing all fees.

*The mission of the Oregon School of Massage is to provide excellence in education by engaging the whole person – body, mind and spirit – to promote health through quality touch.*

*Key values: Safety & Support, Personal Responsibility, Whole & Healthy, Celebrating Community, Creating, Relating and Enjoying, Learning & Growing, Human Connection, and Ethical and Respectful.*

### **Reservation Deposit and Final Payment:**

A reservation deposit of 50% of the total rental amount must be received to secure the room. The deposit will be credited toward the total rental fee subject to staff checkout. The remaining rental fee (final payment) is due 2 weeks before the date of rental.

### **Security Deposit:**

In addition to the reservation deposit, a \$75.00 security deposit will be submitted at time of the reservation, \$25.00 of which is non-refundable if a rental is cancelled less than 2 weeks before the scheduled use of the room. If rental meets all cleaning and policy requirements, a full refund of the security deposit will be awarded.

### **RENTAL RATES:**

<b>ROOM</b>	<b>AREA (approx.)</b>	<b>HOURLY</b>	<b>1/2 DAY (4hr max)</b>	<b>FULL DAY (10hr max)</b>
<b>A</b>	700 sq. ft.	\$25.00	\$87.50	\$175.00
<b>B</b>	1400 sq. ft.	\$50.00	\$175.00	\$350.00
<b>D</b>	1000 sq. ft.	\$35.00	\$125.00	\$250.00

- Room A seats approximately 44 people (20 lecture style with tables).
- Room B seats approximately 72 people (30 lecture style with tables).
- Room D seats approximately 54 people (24 lecture style with tables).

### **Facility Equipment:**

All rooms come equipped with lecture tables, chairs, sink, overhead projector, TV/DVD/VCR, and massage tables.