

Clayton County Water Authority Shamrock Community Use Building

2610 Shamrock Road
Jonesboro, Georgia 30236

The compliance fee and rental fee are required in order to reserve a date for use of the facility. In the event of a cancellation, this money will be refunded to you provided a **written** notice of cancellation is received a minimum of sixty (60) days prior to your scheduled date of use. If less than sixty (60) days, only the compliance fee will be refundable. If you need to reschedule there will be a \$50.00 charge if it is less than 30 days and a \$25.00 charge if it is more than 30 days.

Amenities

Shamrock Community Use Building features a commercial kitchen with a dishwasher, stove, refrigerator, upright freezer, microwave oven, ice machine and a 30-cup coffee pot. It also has 20 eight foot long (8') rectangular tables, 20 sixty inch (60") round tables, 200 stackable chairs, a stereo with a CD player and an AM/FM radio.

Below is a breakdown of costs effective September 8, 2018.

Shamrock Community Use Building Rental Rates

* Note: Rates are subject to change

Rental Type	Rental Fee	Compliance Fee	Days	Times	Time of Year
Regular	\$700.00	\$400.00	Mon - Sun	8 am – 11 pm	January - December
Business	\$200.00	\$100.00	Mon – Thurs	8 am – 6 pm	January - December
Government/ Non-profit	\$100.00	\$0.00	Mon - Thurs	8 am – 6 pm	January - December

Compliance Fee Refunds

The compliance fee will be refunded to you in approximately 10 working days or more after the access card(s) has been returned, provided the facility is left clean and undamaged. If the access card is lost or not returned within 5 business days, there will be a \$15.00 charge withheld from the deposit.

Set-up and Clean-up

Set-up and clean-up must be accomplished between the hours of 8:00 am until 11:00 pm only on the date of rental. All tables and chairs must be properly cleaned, returned to the storage rooms and stacked according to the signs posted in the facility. All kitchen equipment must be cleaned, and the refrigerator and freezer are to be emptied of all food items. All floors are to be swept and/or wet mopped (clear water only) on any spills as necessary and all other surfaces are to be cleaned. All personal and rental equipment must be removed by 11:00 pm, no exceptions. All items left will be discarded.

Access cards will be available on the morning of the rental as occupancy of the facility is only authorized on your scheduled date of rental. CCWA staff will contact renters the week prior to their rental date with further instructions.