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| **From:** | Sepi Aghdaee |
| **To:** | Nosakhare, Shereda |
| **Cc:** | Schaaf, Libby; Kalb, Dan; Luby, Oliver |
| **Subject:** | Cost for March 12th Redistricting Community Meeting |
| **Date:** | Thursday, February 20, 2014 3:53:01 PM |

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Hi Shereda,

We were able to put a hold at the Oakland HUB for the March 12th meeting.

The breakdown is as follows:

Duration: 3 hours, 2 hours for event, 1 hour split between set-up and clean-up
Hourly cost: $175 non-member rate, $130 member-rate
Total cost for 3 hours: $525 non-member rater, $390 member-rate
Space: Fits up to 70 people, includes tables chair, white boards, kitchen, A/V and WiFi
Additional costs:$10 per thermos of coffee, also need to purchase compostable cups, plates, and utensils per HUB's green policy

Also to get the discounted member-rate Oakland Rising would need to make the reservation, and I can still handle the logistics.

Please let me know how to move forward.

Thanks, Sepi

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