Laurel Hills Recreation Center
Facility Rental Information

3808 Edwards Mill Rd.
Raleigh, NC 27612
(919) 420-2383

Cindy Williams, Director

Hours of Operation:

Monday – Friday	10:00am – 9:00pm
Saturday	9:00am – 3:00pm
Sunday	1:00pm – 6:00pm

Room Rental Rates

Room	Square Feet	Dimensions	Maximum Occupancy	Rate
Meeting Room	1435.5	43.5' x 33'	125	$70/hour*
Art Room	382.5	17'3" x 22.5'	30	$35/hour*
Dance Studio	399.5	23.5' x 17'3"	30	$35/hour*
Gym (one court)			300	$60/hour*
Gym (both courts)			600	$120/hour*
Kitchen (equipped with a refrigerator, range, stove, microwave, and double sink)				$20/hour*

***ALL THE ABOVE RENTALS HAVE A TWO HOUR MINIMUM**

Please note that there is an additional $20/hour supervisory fee for all rental hours outside of Laurel Hills' normal hours of operation. There is also a $75.00 Damage/Security Deposit charged for each rental, which will be refunded if the facility is left as it was found and if the rental does not exceed the contracted time.

Outdoor Facilities

Baseball Field	$20/hour
Baseball Field with Lights	$45/hour
Open Space	$150/event
Outdoor Basketball Courts	$20/hour/court
Picnic Shelter	$12/hour 2 hour minimum

Fields and open spaces must be reserved through the Athletics Department.
Please call 831-6836 to reserve or for more information.

The following spaces are available, but cannot not be rented or reserved:

All Children's Playground with two small picnic shelters Small Pond

Equipment

Please note that Laurel Hills Recreation Center cannot guarantee that all tables and chairs will be available for your rental, due to multiple rentals on the same day or other City of Raleigh events.

Black Chairs (75)	Card Tables (10)
Folding Chairs (90)	6' Banquet Tables (15)

Rental requests with the completion of a rental request form and full payment must be made at least two weeks, 14 days, prior to the date of your rental. The space is not guaranteed until all forms are signed and fees are paid.