

## EQUIPMENT AVAILABLE

The following equipment is available for use at the House (note that other users may also plan to use this equipment at the same time).

- AV equipment: 69"x92" retractable screen with Infocus projector on cart. Separate arrangements need to be made for access to this equipment.
- Chairs: 90 chairs
- Tables: eleven, 6 foot rectangular tables
- Podium: Located in the Fastnow Room
- Television with VCR and DVD/CD player: Located in Fastnow Room.
- Chalkboards: One stored in the Green Room, and two stored in the Office area.

## RENTAL RATES

All rooms can be rented individually or in combination with an adjacent room. The entire House and grounds are available for rent at a special rate.

(Rates as of 6/1/15 and subject to review and adjustment at Board's discretion)

\$30 per hour per room

\$75 per hour for the entire House

\*Regular Girl Scout Troop Use: \$30 per scout per year (with one free sleepover per year)

\* Additional fees may apply.

Girl Scout Sleepovers: \$125 per troop (regular troop use receives (1) free sleepover)

## SECURITY/CLEANING FEE

\$100.00 per one-time use or upon regular use bookings.

## RESERVATIONS

Before requesting a reservation, please check our online calendar on our website to confirm that the room you would like is available.

Reservations can be made by completing an application (available on website) and emailing [kellymanning.hhh@gmail.com](mailto:kellymanning.hhh@gmail.com).

Once confirmation of date is received, mail completed application and fees to:

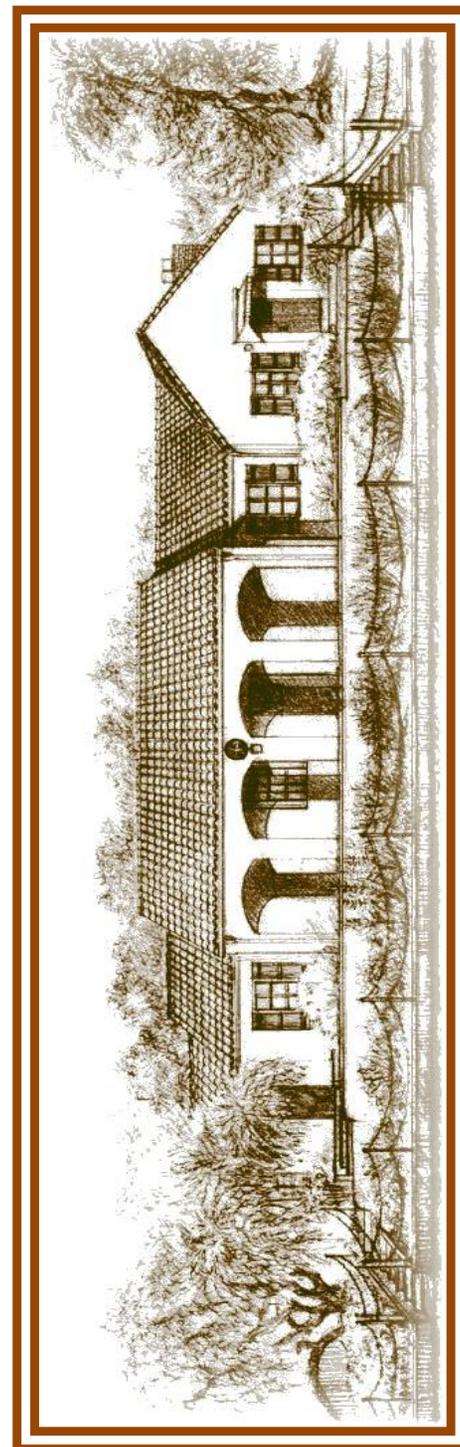
Hill-Harbison House  
ATTN: Kelly Manning  
2275 Huntington Drive, PMB 807  
San Marino, CA 91108

Rental fees and security fee must be paid in full at the time of reservation. Make checks payable to *Hill Harbison House*. Please write separate checks for rental fee and security fee with corresponding notation in each check's memo line. Mail checks along with completed application to the address above.

For questions or booking inquiries,  
please email:  
[kellymanning.hhh@gmail.com](mailto:kellymanning.hhh@gmail.com) or  
[Altmark.ann@gmail.com](mailto:Altmark.ann@gmail.com)

Shortly after receipt of your application and fees, you will receive an email regarding the status of your reservation.

See our website ([www.hillharbison.org](http://www.hillharbison.org)) for use policies and further information.



## FASTNOW ROOM

The Fastnow Room is located in the center of the House. It contains hardwood floors, a working fireplace, built in bookshelves, two round tables, and a piano. A kitchenette is located just off the Fastnow Room for refreshment service.



Dimensions: 24 ft. by 40 ft. approximate

## LOUNGE

The Lounge is located between the Durant Kitchen and the Kitchenette. It contains a concrete floor, a working fireplace and is furnished with a black leather sectional sofa and easy chair, an area rug, a rocking chair, a small table, a bookshelf, and a rectangular table.



Dimensions: 24 ft. by 24 ft. approximate

## ROOM DESCRIPTIONS

### DURANT KITCHEN

The Durant Kitchen is located at the back of the House adjacent to the Lounge. It is newly renovated with custom cabinets, caesarstone counters, and new appliances including two sinks, a built in Kitchenaid microwave oven, two Jenn-Air ranges, a Jenn-Air dishwasher, and a Jenn-Air refrigerator.



Dimensions: 24 ft. by 24 ft. approximate

### RESTROOMS

Two restrooms located on opposite ends of the house. One is equipped with a shower.

**1841 ALHAMBRA ROAD**

**SAN MARINO, CA 91108**

**WEBSITE: [WWW.HILLHARBISON.ORG](http://WWW.HILLHARBISON.ORG)**

## GREEN ROOM

The Green Room is located adjacent to the Fastnow Room. It contains a linoleum floor, a large bay window with built in bench and table that seats 15, and 4 additional tables. The room also contains a sink and counter.



Dimensions: 17 ft. by 23 ft. approximate

### KITCHENETTE

The small Kitchenette is located between the Fastnow Room and the Lounge. It contains a range and a countertop microwave.



Dimensions: 8 ½ ft. by 9 ft. approximate