



Our meeting rooms provide a peaceful and private environment for your group. The FSC staff prides itself with going above and beyond to provide flexibility, courtesy and hospitality. We offer a wide variety of rooms to fit the needs of your meetings, retreats and training sessions.

### Room Rental Fee Schedule

Room Name	Full Day	Half Day	2 hour rate	Room Style/ Capacities
Emmaus 190	\$140	\$80	n/a	50 w/chairs 36 w/ tables & chairs
San Damiano 183	\$130	\$75	n/a	56 w/ chairs 36 w/ tables & chairs
Grace Hall 185	\$95	\$60	\$48	36 w/chairs 30 w/ tables & chairs
Keller 139	\$95	\$60	\$48	36 w/chairs 30 w/ tables & chairs
San Damiano and Grace Hall combined	\$160	\$85	n/a	Set up may vary Up to 75 people
Rose Room 141	\$65	\$45	\$36	Seats 2–15, set up can vary, with easy chairs
Room 138	\$65	\$45	\$36	12 chairs - conference table
Room 143	\$65	\$45	\$36	10 chairs - conference table
Assisi Room Downstairs	\$165	\$90	n/a	9 round tables Up to 90 people

**\*\*Note:**

- If interested in a **standing contract** for a monthly meeting; we offer 25% off of our already low half day price along with free coffee. ***This rate is for rooms 138, 143, Grace Hall and Keller only.***

**Equipment available at no cost:**

- ~Media cart with 55" flat screen TV and DVD player
- ~Audio system with wireless microphones
- ~Free standing and table top podiums
- ~Flipchart
- ~Whiteboard

**Equipment charge:**

- Extra flip charts..... \$12.00
- Laptop..... \$15.00 (rental fee, not technical support)
- Use of media cart computer connection (all but TV).... \$15.00

**~Snacks/Refreshments and catering are also available,  
please see reverse side for more information.~**

## Snacks/Refreshments:

\*\*Please inquire if there are other options you desire, we will try to accommodate.

Item	Cost	Quantity
Coffee	\$15.00	3.5 liter pot (10 12-oz cups)
Coffee	\$12.00	2.5 liter pot (7 12-oz cups)
Assorted Tea	\$7.50	3.5 liter pot (10 12-oz cups)
Assorted Tea	\$6.00	2.5 liter pot (7 12-oz cups)
Orange or cranberry juice	\$8.00	carafe (5 6-oz glasses)
Granola bars	\$.50	each
Whole fruit	\$.50	each
Muffins, sweet breads, bagels, & cinnamon rolls	\$11.00	per dozen
Danish (apple, raspberry, lemon, cream cheese)	\$11.00	per dozen
Hard boiled eggs	\$3.00	per dozen
Trail mix (peanuts, walnuts, raisins, dates)	\$14.00	per pound (6 ½-cup servings)
Yogurt cups	1.00	each
Seasonal fruit tray	\$16.00 \$30.00 \$45.00 \$56.00	mini (8-10 people or less) small (15–20 people) medium (25–30 people) large (35–40 people)
Soda	\$1.00	per 12 oz can
Cookies	\$9.00	per dozen
Veggie tray with dip	\$16.00 \$30.00 \$45.00 \$56.00	mini (10 people or less) small (15-20 people) medium (25-30 people) large (35-40 people)
Cheese and crackers	\$10.00 \$15.00 \$22.00 \$25.00	mini (10 people or less) small (15-20 people) medium (25-30 people) large (35-40 people)
Cheese/Meat and crackers	\$20.00 \$32.00 \$48.00 \$60.00	mini (10 people or less) small (15-20 people) medium (25-30 people) large (35-40 people)
Chips and salsa	\$10.00	2 lb. bag & salsa
Popcorn	\$6.00	serves 15 people

## Catering Options

<b>Breakfast at St. Rose Convent</b>	
<b>Breakfast is served at 7:45 am – 8:30 am</b>	
Meal of the day	<b>\$5.00 per person</b>
<b>Lunch or Supper at St. Rose Convent</b>	
<b>Lunch is served at 11:30 am – 12:30 pm</b>	
<b>Supper is served at 4:45 pm – 5:20 pm</b>	
Meal of the day	<b>\$8.50 per person</b> <b>\$7.50 per person</b>
<b>Breakfast - FSC Catering</b>	
Continental breakfast (pastry, juice, milk, cold cereal, yogurt)	<b>\$5.50 per person</b>
Hot breakfast (eggs, meat, potato, bread)	<b>\$6.50 per person</b>
<b>Lunch/Supper – FSC Catering</b>	
Option 1: Meal from St. Rose, served at FSC (meal of the day)	<b>\$8.50 per person</b>
Option 2: Soup, salad, sandwich	<b>\$8.50 per person</b>
Option 3: Full meal option (could be lunch or supper – fully catered meal)	<b>price varies</b>

\*\*Hospitality charge of \$25.00 for anyone bringing in own food.