

The South San Francisco Parks and Recreation Department also offers many other facilities for reservations, including meeting rooms at Terrabay Gymnasium, Westborough Park Building, and Joseph A. Fernekes Building.



SOUTH
SAN FRANCISCO
MUNICIPAL BUILDING
33 ARROYO DR.

PARKS RECREATION

- **Deposit:** The refundable deposit is returned to the renter after the event provided no damage, additional cleanup, or policies are violated.
- **Insurance:** An insurance certificate is required for most rentals. You may opt to purchase insurance through the city.
- **Security:** Security may be required at “high-risk” events. Contact staff for more information.
- **Make your Appointment:** Contact the Parks and Recreation Office at (650) 829-3800 or email FacilityRequests@ssf.net to book your venue.

City of South San Francisco Parks and Recreation Department

33 Arroyo Drive
South San Francisco, CA 94080
(650) 829-3800
www.ssf.net

FACILITY RENTALS

Municipal Services Building

THE FACILITY

The Municipal Services Building is a highly adaptable facility with multi-use rooms fit for wedding receptions, christenings, meetings, seminars, private parties, and special events. Areas available to rent include: the Council Chambers best for business seminars and presentations; the garden style Atrium as its own facility or a complement to other events; a smaller private party/meeting room perfect for intimate parties or lectures; and the grand Social Hall suitable for virtually any extravagant affair.



Atrium

Municipal Services Building	Min. Rental Time	Non-Profit	Hourly Rates Resident	Non-Resident
Social Hall with Kitchen	5 hrs	\$186	\$201	\$216
Social Hall w/ Kitchen & Atrium	6 hrs	\$186	\$201	\$216
Atrium/Marie Peterson Rm w Kitchen	6 hrs	\$115	\$130	\$145
Atrium with Kitchen	4 hrs	\$104	\$119	\$134
Marie Peterson Room w Kitchen	4 hrs	\$89	\$104	\$119
Better Weber Room	2 hrs	\$68	\$83	\$98
Council Chambers	2 hrs	\$99	\$114	\$129
Belloni Room (No Food)	2 hrs	\$68	\$83	\$98

App fee: \$83 | Insurance: \$160-180 | Alcohol surcharge: \$26-104 | Refundable deposit: \$500 | Due at reservation: \$300
 Fees as of July 1, 2019

Capacity: Several rooms from 25-250 guests.

Need a hand? We provide professional, courteous, and skilled staff to assist you.

Tables and chairs: No need to worry - we set up your room to meet your needs before your event at no additional cost.

Food: Cater in or bring your own food. The Municipal Services Building features a commercial kitchen to feed a small group or tend to pre-cooked food. Unlike many other locations, we do not require approved caterers.

Parking: Municipal Services Building has ample and FREE parking for any event.

Accessibility: The parking lot has adequate disabled parking stalls and the facility is accessible to persons of all abilities.



Betty Weber Room

To reserve a facility today, call (650) 829-3800 or email FacilityRequests@ssf.net.