

# **Rental Information for Hall, Shelter, Dining Room**

## **HALL**

Revise 8-24

Hall Rent - \$400 for Members                      \$800 for Non-Members

Hall Deposit - \$300 for Members                \$500 for Non-Members

Bartender Fee \$14 an hour per bartender

Hall Seats 250 - with 36 round tables(5ft) and 8 rectangle tables(8ft)

## **SHELTER**

Shelter Rent - \$175 for Members                \$525 for Non-Members

Shelter Deposit - \$200 for Members            \$300 for Non-Members

Bartender Fee \$14 an hour per bartender

Shelter Seats 150 - with 11 picnic tables and 8 rectangle tables

## **Dining Room**

Dining Room Rent - \$40 per hour for Members    \$50 for Non-Members

Deposit is not required for dining room rentals.

There is no bartender fee. This rental uses the bartender working at the Main Bar in the Members Lounge.

Dining Room Seats 75 – with 11 rectangle tables(6ft) and 2 round tables(5ft)

No alcohol, soda, or bottled water is allowed in any rental area. You MUST purchase that from us. Violation of the policy will cause an immediate stop of the event, and you will forfeit any deposit.

If a member is renting an area, they must be present the entire time of the event.

**ALL EVENTS REQUIRE A BARTENDER DUE TO INSURANCE PURPOSES**

Any event expecting 150 + guests require 2 bartenders.

The bartender fee is \$14 per hour per bartender for Hall and Shelter events.

All contracts are subject to 18% gratuity.

You must be 21+ to rent any area.

WE ARE UNABLE TO MOVE TABLES FROM ONE AREA TO ANOTHER FOR RENTALS

Hours for rentals must remain inside regular business hours.

Deposits are required to secure the date.

Deposits are refundable via check by mail within 72 hours of the event or if the event is cancelled 30 days before the event. All guidelines must be followed. If there is no damage, and you have cleaned up decorations and placed bagged trash inside the dumpster, your deposit will be returned.

The person renting an area is responsible for letting their guest know where to park and making sure they are parking in the correct area based on rental space. Please see the map for reference.

If decorating the day before an event a fee of \$200 and you can decorate between the hours of 5pm and 10pm only if there is not an event scheduled that day/night.

If you rent the area the day before for decorating purposes only the fee is \$500 for the Hall and \$325 for the Shelter. You may decorate anytime within business hours with this option.

Prices are subject to change without notice.

You can talk to the bartender and read the contract for further information and prices.

Thank you for considering renting in our building. If we can be of further assistance please let us know.