



Corporate Meeting Rental Information

Meeting rates are based on 9-hour period between 6am and 5pm, Monday through Friday. Our 6,030 sq ft ballroom will accommodate a stage plus theatre seating for 600 or classroom for 350 with four chairs per 8' table. The ballroom, ABC, can also be divided into two rooms AB and C or three rooms A, B, and C.

Prices below include set up and tear down of tables, chairs, staging, podium, mic, LCD projector, 8' tripod screen, and four high boys with spandex.

Complimentary white linen tablecloths and black skirting are provided for up to nine rectangular tables for registration, refreshments, materials, buffet, etc. LINENS FOR ROUND TABLES AND SCHOOLROOM TABLES ARE NOT INCLUDED.

9 Hour Rental Between 6am and 5pm

Room	Size	Monday – Friday Rate
Section ABC <i>entire ballroom</i>	6,030 sq ft	\$2,750
Section C <i>larger half with window</i>	3,390 sq ft	\$1,750
Section AB <i>smaller half no window</i>	2,640 sq ft	\$1,500
Section A or B	2,640 sq ft	\$1,000

Additional time may be purchased, at least 2 weeks in advance, at the rate of \$200 per hour.

Payment is due net 30 upon receipt of invoice which is emailed following event.

Optional:

- ❖ White or black 85" square linen tablecloths for round tables: \$10 each + tax
- ❖ White or black linen tablecloths for classroom tables: \$5 each + tax
- ❖ Black spandex for 5' table: \$10 each + tax
- ❖ Black spandex for 8' table: \$10 each + tax
- ❖ Additional projector for A or B: \$75 + tax
- ❖ Uplights (set of 8) in your choice of color settings: \$200 + tax

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