

Stecoah Valley Cultural Arts Center Room Rental Charges for Main Building

CLEANING & SECURITY DEPOSIT

\$100.00

This amount will be to pay cleaning costs for Users who leave the meeting room in an unacceptable manner, or will be applied to any damage or breakage caused by misuse of equipment.

Room #	Location	SF Size	# of People	Business Rate	Non-Prof/Indiv Rate
105	Community Room	600	50	\$ 250	\$ 125
106	"Green" Room	400	12	\$ 175	\$ 75
204	Kitchen	600	16	\$ 200	\$ 100
206	Classroom	600	32	\$ 200	\$ 100
	Auditorium		300	\$ 300	\$ 150

Above Rates are for 8 hours of use. Rate is half price for meetings/events 4 hours or less. All rooms have individually controlled heat and air.

Rental price includes:

5' rectangular or 4' round tables with upholstered or folding chairs.

- Drink service (coffee, hot and/or cold tea and iced water), is available for \$3.00 per person.
- Dinnerware, flatware, and glassware can be rented for a fee of \$4.00 per person.
- Tablecloths can be rented for \$5.00 each.
- The room rental fee allows for 1 hour of set-up and an additional hour for clean up, which is not considered part of the rental time. A discount will be given for consecutive days of rental.
- The above information is for room rental without any use of the kitchen.

BANQUET SERVICE

Business (For Profit)

\$300.00 Event Rate

Non-Profit /Individual

\$200.00 Event Rate

This rate includes use of Room 204 kitchen facilities (for up to 5 hours) and the meeting room 206 (for up to 8 hours) or Rooms 105 and 106 when booking a meeting, wedding reception, shower, family reunion or catered meal event.

Our price includes table linens (white tablecloths for any of our tables, and burgundy toppers or runners), dinnerware, flatware and glassware. **This rate does not include food.** Multiple day use fees are negotiable.

Add the Auditorium for an additional \$100.

Catering service by the SVFV staff is available. Contact us at 828-479-3364 or kate@stecoahvalleycenter.com for pricing information.

FEE SCHEDULE EFFECTIVE March, 2011