

# Wedding Package

\$1150.00



We can host your ceremony, your reception, or both!

9 hour Rental including use of the Multi Purpose Room, and Partial Street Area.

Includes bar operations, and separate entrance on side of building.

Use of Kitchen for food preparation is an additional charge.

Between the hours of 8am and 1am, subject to availability, the latest being 4pm-1am

Maximum capacity 220 people

Damage Deposit Required \$200

Includes:

- Rental for 9 hours; up to 1:00am
- 4 hours set up the day previous to the event if available, must be arranged and a booking time approved (generally this time is allotted on the Friday from 6-10pm)
- 3 hours tear down & clean up; under supervision of PRCC custodial staff. (generally this time is allotted on the following day before 12pm)
- 9 hour Bar operations and bar staff.  
Bar hours may be extended for \$30 per extra hour, up to 1:00am.  
Bar Sales must fulfill a minimum of \$800.00.  
Should Bar Sales not meet the minimum requirement; a charge will be applied to do so.  
\*Renter must agree to Bar Policy for details on rules and regulations governing alcohol consumption; included in the Rental Agreement Contract.  
\*If your event exceeds 160 guests a \$125.00 fee will apply.
- Use of tables and chairs. Set up is the responsibility of the Renter
- Use of Kitchen for storage only (fridges, and freezer), not for cooking or food preparation.  
Access to kitchen at 8:30am on the day of the rental.  
Use of kitchen for food preparation & service is not included

See “*Special Package Add-ons*” below for pricing and for additional services offered.

### Special Events Package Add-ons:

- Extra time for event and/or event set up (\$35/hr)
- Extra Bar hours (\$30/hr; up to 1:00am)
- Kitchen for food preparation & catering (\$30/hr)  
*May begin prior to the event upon approval.  
Kitchen service not permitted after 1am.  
Please note that it is required that at minimum one person involved in food handling has completed a safe food handling course.*
- Technology & Other:
  - Projector \$25
  - TV/DVD Combo \$25
  - IPOD Dock \$10
  - Podium \$10
- Tablecloths & Linens; white & black polyester linens, includes laundering. Quantities are limited.
  - Round 72" \$12.50/each
  - Rectangular \$10/each
  - Other Various \$10/each
  - Napkins \$0.50/each
- Kitchen Equipment
  - Coffee & Tea Urns \$10/each
  - Popcorn Machine \$20
  - Hot Dog Machine \$20
  - BBQ Full Day \$45 (8hrs)
  - BBQ Half Day \$25 (4hrs)

\*Please note rental does not include ingredients/supplies.

BBQ does include use of propane.

Please read operating instructions before using equipment and ask PRCC staff for assistance when needed. Renter is responsible for any damages incurred during the rental of the equipment.

- Dishes, Cutlery & Stemware  
Rate listed is per piece, all dishes/cutlery/stemware must be rented in multiples of 10  
Dishes must be returned clean and in the same state in which they were originally provided.
  - Standard Place Setting \$1.50/person
    - Dinner Plate
    - Mug & Saucer
    - Water Goblet
    - Dinner Fork, Butter Knife, and Dessert Spoon
    - Additional items from below can be added on
  - Dishes \$0.55/piece
    - Dinner Plate
    - Salad Plate
    - Soup Bowl
  - Stemware \$0.50/piece
    - Mugs
    - Water Goblets
    - Wine Glasses
  - Cutlery \$0.20/piece
    - Salad Fork
    - Dinner Fork
    - Soup Spoon
    - Dessert Spoon
    - Butter Knife
    - Steak Knife
  - Salt & Pepper Shakers \$0.75/each (includes salt & pepper)
- Décor  
Rate listed is per piece. Items must be returned clean and in the same state in which they were originally provided.
  - Chair ties – Navy Blue - \$1.25/each
  - Table runners – Navy Blue - \$7.00/each
  - Table top vases - \$2.00/each
  - Small mirror tiles - \$0.75/each
  - Mercury glass votive holders - \$0.50/each
  - 3 stick Candelabra - \$5.00
  - Single candle stick - \$2.50
  - Clear/white/blue diamonds - \$8.00
  - Mailbox - \$10.00
  - Tented table numbers (1-24) - \$5.00