



102 Maple Street  
 Evansville, WI 53536  
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 www.creeksideplace.org

# Creekside Place, Inc. Rental Fees for 2011

Facility Rentals		Sunday thru Thursday		*Friday & Saturday	
Rental Rates	Capacity	Member	Non-Member	Member	Non-Member
Board/Bridal Room	15	\$25	\$85	\$50	\$110
Lobby	36	\$40	\$100	\$75	\$125
Petite Meeting Room (3)	25	\$40	\$100	\$75	\$135
Small Meeting Room (2)	60	\$65	\$125	\$125	\$185
Lounge/Café	36	\$65	\$125	\$125	\$185
Craft Room	36	\$65	\$125	\$125	\$185
Medium Room (2/3)	85	\$140	\$200	\$200	\$260
Large Meeting Room (1)	120	\$200	\$260	\$400	\$460
Grand Room Only (1/2/3)	205	\$300	\$360	\$600	\$660

- \*Combinations of the above rooms are available upon request and availability and must be schedule with Coordinator.
- \*Kitchen privileges are available for Potluck or self serve events at \$25.00 per hr. must scheduled with Coordinator.
- \*Events that contract with a licensed catering company, the kitchen fee is waived.
- \*Bartender Fees are \$25.00/hr. per bartender and will be added to your Beverage Package.
- \*Number of bartenders needed is subject to the size and type of event held and must be schedule with Coordinator.
- \*Non-profit organizations and Civic groups do not have to pay a fee for meetings. For parties or fundraiser Non-profit organizations and Civic groups will be given a 50% discount off of the member fees rate for the rental.

Prices are subject to change without notice.

Full Facility Rentals		Sunday thru Thursday		*Friday & Saturday	
Rental Rates	Capacity	Member	Non-Member	Member	Non-Member
Full Facility Package	325	\$500	\$625	\$1,000	\$1,250

- Kitchen is included as part of the full facility rentals.
- Special request Friday full facility rentals may be scheduled with the Coordinator based on availability, starting at 3:00pm with a 9 hour maximum.

- All rentals require a deposit of 20% of the rental fee to reserve the date. A date will be held for only one week without the deposit.
- All rental fees are due in full prior to the event.
- All facility rental fees are subject to a 5.5% state tax.
- All food & facility plus-ups are subject to a 15% taxable administration service charge.
- A security deposit is subject to the size and type of the event and is due at the time of payment for the event.
- The security deposit will be returned by mail or refunded to credit card within 5 business days following the event, presuming there is no damage to the building or its contents.
- Full facility rentals are only available Saturday and Sunday and are listed as an all day event 12 hour maximum.
- *\*Special request Friday full facility rentals may be scheduled with the Coordinator based on availability 9 hour maximum.*
- All other rental times are based on 5 hours which includes a 1/2 hour set-up, 1/2 hour take down. .
- Additional hours if needed may be scheduled with the Coordinator based on availability.

## Membership Fees

Individual Membership - \$45.00 | Family Membership - \$60.00

**Dave VanDerHaegen for booking: 608-490-0760, for appointments: 882-0407**