

Shorewood Community & Event Center Rental Rates

January 2019

Banquet Room: Capacity 175 people at round tables, 200 people theatre style

Day of Week	Time of Day	Hours	Regular Rates Non-Resident	Shorewood Resident Rates (reflects 20% discount)
Friday or Saturday Eve.	4:00 pm-12:00 midnight	8.0	\$590	\$472
Saturday Daytime per hr	9:00 am- 4:00 pm	7.0	\$55/hr	\$44hr
Saturday >4 hr daily block			\$328	\$262
Sunday per hr	9:00 am- 11:00 pm	9.0	\$50/hr	\$40/hr
Sunday >4 hr daily block			\$425	\$340
Monday-Friday Day per hr	9:00 am – 4:00 pm	7.0	\$40/hr	\$32/hr
Mon-Fri >4 hr daily block			\$275	\$220
Mon-Thurs Eve. per hr	4:00 pm-12:00 midnight	8.0	\$45/hr	\$36/hr
Mon-Thurs>4 hr block			\$280	\$224

Activity Room: Capacity 50-60 people depending on set-up style

Day of Week	Time of Day	Hours	Non-Resident Rates	Shorewood Resident Rates (reflects 20% discount)
Friday or Saturday Eve. per hr	4:00 pm-12:00 midnight	8.0	\$42/hr	\$34/hr
Friday or Saturday Eve. - >4 hr block			\$245	\$196
Saturday Daytime per hr	9:00 am-4:00 pm	7.0	\$35/hr	\$28/hr
Saturday >4 hr daily block			\$160	\$128
Sunday per hr	9:00 am-11:00 pm	9.0	\$36/hr	\$28/hr
Sunday >4 hr block			\$216	\$173
Monday-Friday Day per hr	9:00 am – 4:00 pm	7.0	\$36/hr	\$28/hr
Mon-Fri >4 hr daily block			\$160	\$128
Mon-Thurs Eve. per hr	4:00 pm-12:00 midnight	8.0	\$36hr	\$28/hr
Mon-Thurs >4 hr block			\$150	\$120

Conference Room: Capacity 25 people

Day of Week	Time of Day	Hours	Non-Resident Rates	Shorewood Resident Rates (reflects 20% discount)
Daily Block >4 up to 7 hrs	9:00am – 4:00 pm	7.0	\$150	\$120
Monday-Friday	All hourly slots	2 hour min.	\$30/hr	\$24/hr

Kitchen Rental

Day of Week	Rental Fee		Storage Fee	Security Deposit
Daily	\$30/hour up to 4 hours \$175 for 4-8 hours Over 8 hours add'l \$30 an hour		\$50 Month for one rental area/Add'l \$25 per add'l space	\$200

Local non-profit organizations shall be 50% of resident rate

Damage Deposit for Banquet Room: \$200

All Rates: Based on a 2 (two) hour Minimum rental. Over >4 (four) hour rental subject to the daily block rate.

Banquet room set up/tear down/custodial fee: \$100.00 for events up to 50 people / \$200 for events 50-200 people

Activity Room set up/tear down/custodial fee: \$50.00

Conference Room set up/tear down charge: \$20.00

All Room and Kitchen rentals are subject to availability. Rate schedule subject to change.

Rentals

Linen:

- ___ Round (21) @ \$6.00 ea.
- ___ Rectangle (12) @ \$6.00 ea.

Dinnerware, Flatware, Glassware Available:

- 200 (4 pc) place settings - (dinner plate, dessert/salad plates, cup/saucer)
___ \$2.00 per place setting or
___ \$0.45 per additional piece
- 200 (4 pc) place settings flatware - Dinner Knife, Dinner Fork, Salad Fork, Teaspoon)
___ \$1.50 per place setting or
___ \$0.35 per additional piece
- 200 (1 pc.) settings - (water glass, wine glass)
___ \$0.50 ea.

Compostable Dinnerware is available – Please contact staff on what is available and pricing

Coffee Pots:

- ___ 36 cup @ \$10.00
- ___ 32 oz. Thermos Carafe @ \$2.00 ea.

Additional fees and/or damage deposits may be required for unique set-up or decorations.