



## SMALL EVENT RENTAL OVERVIEW

### GRAND ROOM + LOBBY

#### OVERVIEW

- Events for 100 guests
- Book up to 6 months in advance
- Kitchen, ice machine, sink & convection oven
- Sound system & microphone available
- Large TV display and small TV display
- Tables & chairs available for use

#### TIME FRAME

**6 Hour Rental  
Between 9AM - 12AM**

Lobby rentals on the small event packages are not available on weekdays between 9am to 5pm.

Determine best time frame for your event. Includes set up and takedown. Premises must be left in a clean & orderly condition. Garbage bags must be provided by client and all trash must be removed by conclusion of reservation period.

#### HOW IT WORKS

- This package is for the Grand Room & lobby ONLY.
- The Pavilion & Overlook Room are NOT included.
- The facility lobby will close during reservation period. Fitness center will remain open.
- The furniture in the lobby are not allowed to be moved.
- Option to close glass partition doors during reservation period.
- Client is responsible for moving tables & chairs to desired location if room floorplan is not sent by the deadline or if any mid-event moving needs to occur.
- Refrigerator & dish washer not available for use.
- Balcony is available to use.
- Balcony furniture can be moved by client but not removed and must be put back.

#### TABLES & CHAIRS

The following are available to use. Client must submit floorplan 5 business days prior to event in the client portal for set up.

- 12 - 60" Round Tables
- 125 - White Folding Chairs
- 5 - 6' Folding Tables
- 5 - Cocktail Tables

