

Fire Hall Rental Details and things to consider

Fire Hall Rental:

The fire hall is available to rent for events such as wedding receptions, rehearsal parties, anniversary parties, birthday parties, business meetings, and more. Pricing is based on the facilities to be used, the time needed, and the number of people expected at your event,

There are handicapped accessible restrooms and a large parking lot. There are blinds on all windows to block sunlight. Lighting is dimmable. There are hooks on ceiling for hanging decorations. There is an ice machine, two (2) one-hundred cup coffee pots and one (1) 30 cup pot, 2 refrigerators, and freezer available.

The hall will hold a maximum of 250 people. 1/3 of the hall is available for up to 80 people. For 81 - 150 people, 1/2 the hall will be available. For greater than 150 people the entire hall must be rented.

Event pricing is based on 4 hour usage, except for weddings. The rental cost, only for weddings, will be for 5 hours. There will be an additional hourly charge for events that run over the time allotment. Because many events require set up and cleanup you will be allowed in the building for up to 3 hours prior to the start of the event to decorate and set up and, up to 1 hour for cleanup. Any additional time for setup and cleaning will be an additional charge. It is the renter's responsibility to move and/or take down tables and chairs to reconfigure layout.

THE RENTER IS RESPONSIBLE FOR REMOVING ALL DECORATIONS AND CLEANING OFF THE TABLES. Trash bags are provided. No adhesive or tack is allowed on wall ceiling or floors. Janitorial services are included in the rental fee.

Kitchen:

There is no rental fee for the use of the kitchen during an event. The kitchen includes stoves, 2 microwave ovens, a conventional oven and a convection oven. There are 2 refrigerators, a freezer, an ice machine, two (2) one-hundred cup coffee pots and one (1) 30 cup pot. We have a 3 bay sink but you must provide your own cleaning supplies and catering utensils for serving.

If foods are prepared here there WILL BE an additional hourly charge. There is a cash security deposit required for all kitchen use involving heating, cooking, and/or food preparation. This will be returned, in full, if the kitchen is in proper condition at the end of your event.

Bar:

We have 2 beer meisters.

The renter is responsible for soda, bottled water, beer, wine, liquor, glasses, serving utensils and condiments (limes, cherries, etc). If there are ANY alcoholic drinks, beer, wine, liquor, bartender(s) are required. If only beer and wine, one bartender is REQUIRED for up to 75 guests, 2 bartenders are REQUIRED for more than 75 guests. If there will any mixed drinks, 2 bartenders are REQUIRED!

Bartenders are provided by the fire house. They will be paid by cash to bar/hall manager. The bartenders are paid for one (1) hour more than the event rental due to set up and clean up.

Pricing considerations:

After contract has been signed and hall reserved....

50% down payment to secure the rental day (Cash or Check only, Credit Cards NOT accepted)

3 day prior to event;

Balance 50% of hall rental (Cash or Check only, Credit Cards NOT accepted)

Kitchen food preparation charge (Cash or Check only, Credit Cards NOT accepted)

Bartenders Fees.(Cash ONLY)

Kitchen use security deposit, if using kitchen for heating, cooking, and/or food preparation (Cash ONLY)

You MUST call for price quote as costs change and pricing is dependent on a number of variables.

Please take into consideration, before you call...

Do you need the kitchen for food preparation?

Are you having a bar with mixed drinks?

How many people are expected?

For Questions and to reserve call: (610) 323-3263 Extension 11