



Event Space & Equipment Rental

<u>Event Space</u>	<u>Capacities</u>			<u>Pricing</u>	
	Banquet Seats	Reception Seats for 80%	Theatre/Class	May-Sept.	Oct.-April
Quarter Deck 2900 sq. ft.	180	200	215	\$1,200	\$600
				Plus \$250 Setup Fee	
Glass Room (Chart Room) 1000 sq. ft.	40	60	60	\$5,000	\$1,000
				Plus \$250 Setup Fee	
Captain's Quarters 576 sq. ft.	Accommodates up to 30			\$250 Non-Refundable Deposit	
<i>Rental of Captain's Quarters is subject to a \$750 Food and Beverage Minimum</i>					

Equipment Rental

Projectors

Projector (3)	\$20.00
Portable Screen (3)	\$20.00
Laser Pointer	\$5.00

Audio

Teleconference Phone	\$25.00
Wireless Microphone(6)	\$15.00

Presentation Aids

Flip Chart Pad	\$20.00
White Board	\$15.00
Markers	\$5.00
Dry Erase Markers	\$10.00
Pens/Pencils	\$10.00
Regular Podium (2)	\$10.00
Easel (10)	\$10.00
Coat Rack	Included with room rental

Linens

<u>Tablecloths:</u>	
White Linen	Included with room rental
Cream Rounds (40)	Included with room rental
Cream Rectangle (35)	Included with room rental
Custom Color Cloths	\$5.00 each

Black Napkins	Included with room rental
Custom Color Napkins	\$1.00 each

Chair Covers:	\$3.00 each
Matte (60), Satin (90), Fitted (150)	

Tables

Round 5' diameter (30)	Included with room rental
Rectangles 2' x 8' (33)	Included with room rental
Rectangles 3' X 8' (8)	Included with room rental

All accounts must be settled prior to or on the day of the event. Any changes to quantities of food ordered must be requested at least 3 days prior to event. 20% service charge applied to all food & beverage charges. 7.85% tax applied to all charges unless tax exempt. Tax capped at \$39.25.

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