

CITY OF BUENA PARK

Community Services Department
Ehlers Event Center
8150 Knott Avenue, Buena Park, CA 90620
Telephone: (714) 236-3870

EHLERS EVENT CENTER FACILITY RATES

<p>Heritage Hall Capacity – 275</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Private Group</td><td style="text-align: right;">\$158</td><td>Per Hour</td></tr> <tr><td>Private Group with Beer & Wine</td><td style="text-align: right;">\$237</td><td>Per Hour</td></tr> <tr><td>Set-up/Clean-up Fee</td><td style="text-align: right;">\$264</td><td>(Flat)</td></tr> <tr><td>A/V Equipment (optional)</td><td style="text-align: right;">\$105</td><td>(Flat)</td></tr> <tr><td>Kitchen Rental (optional)</td><td style="text-align: right;">\$53</td><td>(Flat)</td></tr> <tr><td>Stage Rental (optional)</td><td style="text-align: right;">\$53</td><td>(Flat)</td></tr> <tr><td>Staff Fee</td><td style="text-align: right;">\$20</td><td>Per Hour</td></tr> </table>	Private Group	\$158	Per Hour	Private Group with Beer & Wine	\$237	Per Hour	Set-up/Clean-up Fee	\$264	(Flat)	A/V Equipment (optional)	\$105	(Flat)	Kitchen Rental (optional)	\$53	(Flat)	Stage Rental (optional)	\$53	(Flat)	Staff Fee	\$20	Per Hour	<p>Ehlers Plaza Capacity – 299</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Private Group</td><td style="text-align: right;">\$150</td><td>Per Hour</td></tr> <tr><td>Private Group with Beer & Wine</td><td style="text-align: right;">\$210</td><td>Per Hour</td></tr> <tr><td>Set-up/Clean-up Fee</td><td style="text-align: right;">\$264</td><td>(Flat)</td></tr> <tr><td>Staff Fee</td><td style="text-align: right;">\$20</td><td>Per Hour</td></tr> </table>	Private Group	\$150	Per Hour	Private Group with Beer & Wine	\$210	Per Hour	Set-up/Clean-up Fee	\$264	(Flat)	Staff Fee	\$20	Per Hour
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<p>Liberty Hall Capacity – 200</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Private Group</td><td style="text-align: right;">\$135</td><td>Per Hour</td></tr> <tr><td>Private Group with Beer & Wine</td><td style="text-align: right;">\$200</td><td>Per Hour</td></tr> <tr><td>Set-up/Clean-up Fee</td><td style="text-align: right;">\$264</td><td>(Flat)</td></tr> <tr><td>Kitchen Rental (optional)</td><td style="text-align: right;">\$53</td><td>(Flat)</td></tr> <tr><td>Stage Rental</td><td style="text-align: right;">\$53</td><td>(Flat)</td></tr> <tr><td>Staff Fee</td><td style="text-align: right;">\$20</td><td>Per Hour</td></tr> </table>	Private Group	\$135	Per Hour	Private Group with Beer & Wine	\$200	Per Hour	Set-up/Clean-up Fee	\$264	(Flat)	Kitchen Rental (optional)	\$53	(Flat)	Stage Rental	\$53	(Flat)	Staff Fee	\$20	Per Hour	<p>Veterans Hall Capacity – 100</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Private Group</td><td style="text-align: right;">\$69</td><td>Per Hour</td></tr> <tr><td>Set-up/Clean-up Fee</td><td style="text-align: right;">\$197</td><td>(Flat)</td></tr> <tr><td>Staff Fee</td><td style="text-align: right;">\$20</td><td>Per Hour</td></tr> </table>	Private Group	\$69	Per Hour	Set-up/Clean-up Fee	\$197	(Flat)	Staff Fee	\$20	Per Hour						
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<p>Conference Room “C” Capacity – 32</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Private Group</td><td style="text-align: right;">\$32</td><td>Per Hour</td></tr> <tr><td>Set-up/Clean-up Fee</td><td style="text-align: right;">\$11</td><td>(Flat)</td></tr> <tr><td>Staff Fee</td><td style="text-align: right;">\$20</td><td>Per Hour</td></tr> <tr><td>Security Deposit</td><td style="text-align: right;">\$100</td><td>Required</td></tr> </table>	Private Group	\$32	Per Hour	Set-up/Clean-up Fee	\$11	(Flat)	Staff Fee	\$20	Per Hour	Security Deposit	\$100	Required	<p style="text-align: center;">Rentals Include:</p> <ul style="list-style-type: none"> Round Tables – 60”- 8 people per table Rectangular Tables – 30”x72” - 6 people per table Banquet Chairs 																					
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Event Serving Beer & Wine (Heritage Hall, Ehlers Plaza & Liberty Hall Only)

Events serving Beer & Wine MUST hire city approved security guards & have proof of liability insurance (30 days prior to event)
Beer & wine only. Hard alcohol is NOT permitted.
Beer & wine is NOT permitted if the event is focused on a minor.

Refundable Security Deposit:

\$500 refundable security deposit is required for all facilities; \$1,000 for rentals serving Beer & Wine.
The security deposit is required the day the facility is booked. Security deposit is in addition to the fees listed above.
Security deposits are refundable provided all City Policies, Regulations, and Ordinances are followed.
Refund of security deposit may take 6-8 weeks following the event.

Additional Information:

Rental time MUST include all decorating and user clean-up time.
Buena Park Residents: 20% discount of hourly room rate (valid for Monday-Thursday rentals only)
Non-Profit Organizations: 20% discount of hourly room rate (valid 60 days or less from event date)
Rent up to 9 months in advance (12 months in advance for weddings)
No bounce houses, trains or animals permitted in any venue.

Cancellation Policy:

90 days or more: \$100 fee Less than 90 days: Loss of Deposit Less than 30 days: Loss of all payments made
Rental facilities available: Mon – Sat 8 a.m. – 12 a.m. and Sun 8 a.m. – 11 p.m.

Hall Fee Per Hour	Required	\$ _____ X _____ Hours	
Staff Fee Per Hour	Required	\$ _____ X _____ Hours	
Set-up/Clean-up Fee	Required	Flat	
Kitchen Fee	Optional	Flat	
Stage Fee	Optional	Flat	
A/V Equipment Fee	Optional	Flat	
Deposit (refundable)	Required	Flat	
		TOTAL:	