

Bend Senior Center Room Rental Rates

Effective June 1, 2009

Saturday, Sunday & Holidays 10 am - 10 pm (1-12 Hour)

Event Room (Capacity 250 Max)

<u>Group</u>	<u>Fee (1-12 hours)</u>
Commercial/Private (No Admission)	\$735
Commercial/Private (Admission Charged)	\$785
Non-Profit (No Admission)	\$425
Non-Profit (Admission Charged)	\$475

Conference Room (Capacity 70 Max)

Commercial/Private (No Admission)	\$370
Commercial/Private (Admission Charged)	\$425
Non-Profit (No Admission)	\$325
Non-Profit (Admission Charged)	\$370

Event Room Friday Night Rental 4 Hour Minimum Available 5pm - 10 pm

Commercial/Private	First 4 hours = \$300 each additional hour \$75
Non-Profit	First 4 hours = \$200 each additional hour \$55

If admission is charged add an additional \$25

Bend Senior Center Room Rental Rates

Effective June 1, 2009

Monday-Thursday 8 am - 10 pm (2 Hour Minimum)

Event Room (Capacity 250 Max)

<u>Group</u>	<u>Hourly Rate</u>
Commercial/Private (No Admission)	\$55
Commercial/Private (Admission Charged)	\$70
Non-Profit (No Admission)	\$40
Non-Profit (Admission Charged)	\$55

Conference Room (Capacity 70 Max)

Commercial/Private (No Admission)	\$40
Commercial/Private (Admission Charged)	\$55
Non-Profit (No Admission)	\$30
Non-Profit (Admission Charged)	\$45

Kitchen Rental

Weekend Kitchen Included in Event Room and Conference Room Rental fee

Kitchen Rental Weekday (After 3 pm)

With Rental of Conference Room	\$50
With Rental of Event Room	\$50

Coffee Service \$10 / 36 cup \$25 / 100 cup

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Lobby Area

\$15 per day
9 am to 1 pm - 6 foot table is available to
sell product or share information

Card Area (Capacity 30)

Commercial/Private/
Non-Profit \$20 per hour

Library (Capacity 25)

Commercial/Private/
Non-Profit \$20 per hour

Health Room (Capacity 15)

Commercial/Private/
Non-Profit \$20 per hour

Miscellaneous Amenities

Coffee Service	\$ 10 / 36 cup
Coffee Service	\$ 25 / 100 cup
Table Linens	\$ 5 per linen
Napkins	\$.25 per napkin
Drop Ceiling of White Lights	\$ 50 (set up fee)
Sound System	\$ 25
(Lapel Microphone, Hand held Microphone, 6 Disc CD Changer)	

Bend Senior Center
1600 SE Reed Market Rd
Bend, OR 97702
541.388.1133



Welcome to the Bend Senior Center! The Senior Center was built in November 2001 and is operated and managed by Bend Metro Parks and Recreation District.

The Senior Center is located adjacent to Larkspur Park and the Rotary Centennial Playground. The center is available to rent on a limited basis Monday-Friday and 10 am to 10 pm on weekends. The park shelter is available to rent through the District Office 541.389.7275.

The 3,500 square foot event room was built in May 2004 and features natural lighting, hardwood maple floors and high ceilings.

EVENT ROOM AMENITIES

- 30 ~ 60 inch round tables
- 350 chairs
- 34 ~ 6' x 32" foot banquet tables
- Patio
- Sound system with 6 disc CD changer
- Cordless microphone
- Full catering kitchen
- Ice machine
- Walk in refrigerator / freezer
- Three pull down projection screens
- Wireless Network Capabilities

CONFERENCE ROOM AMENITIES

- 12 ~ 18"x32 " conference tables
- 60 chairs
- Two pull down projection screens
- Wireless Network Capabilities

Bend Senior Center
1600 SE Reed Market Road
Bend, OR 97702
Tel. 541.388.1133
FAX 541.312.3654

Hours of Operation

Business Hours

Monday-Thursday
8:00 AM-4:30 PM
Friday
8:00 AM-4:00 PM

Closed all major State and
Federal Holidays



Bend Senior Center



Facility Rental Rates 2009-2010

Updated 6/09