

Rentals Event Center



ROSSMOOR

WALNUT CREEK



1021 STANLEY DOLLAR DRIVE



Residents may call
(925) 988-7781
to check availability and
to reserve a room

*ROOMS	PRICE	AT TABLES	AT CHAIRS
TAHOE ROOM	\$350	350	500
DONNER ROOM	\$150	64	80
ECHO ROOM	FREE	30	30
ENTIRE CLUBHOUSE	\$500	350	500
WEDDINGS	\$800	350	500
ADD KITCHEN	\$50	N/A	N/A
GREEN ROOMS	\$50	N/A	N/A

***SET-UP FEES MAY APPLY—SEE SCHEDULE**

A DISH CABINET IS AVAILABLE

Rental Set-up Fees



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Flat Set-up Fee Schedule for Clubs and Private Parties:

<u>Number of People</u>	<u>Set-Up</u>	<u>Fee</u>
1-50 people	Chairs and/or tables only (no audio visual)	\$20.
1-50 people	Audio/visual only (no set-up for tables and/or chairs)	\$20.
1-50 people	Audio/visual equipment (including microphone(s), and projector/laptop), plus chairs and tables	\$40.
50-100 people	Chairs and/or tables only (no audio/visual)	\$40.
50-100 people	Audio/visual equipment (including microphone(s), and projector/laptop), plus chairs and tables	\$60.
100-200 people	Audio/visual equipment (including microphone(s), and projector/laptop), and/or chairs and tables	\$80.
200 and over	Audio/visual equipment (including microphone(s), and projector/laptop), and/or chairs and tables	\$120.
1-50 Coffee service	Coffee service for 50 people	\$30.

Additional Possible Fees:

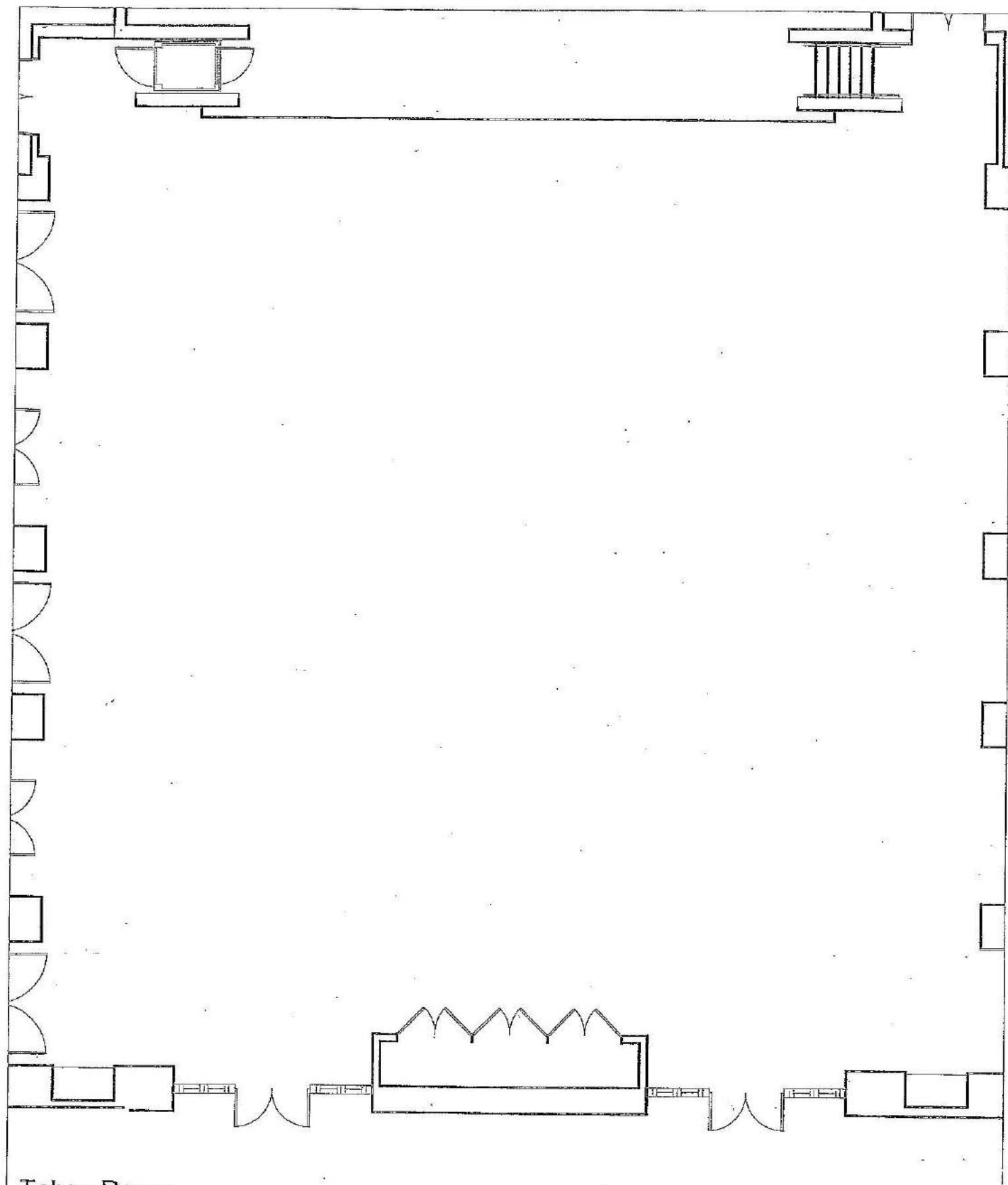
Set-ups that require additional equipment or staff time that may include lighting arrangements, AV technician during rental or other arrangements beyond set-up of tables, chairs and AV equipment listed above. \$40./hr.

Requested changes once set-up is complete will be billed at a \$40./hr.

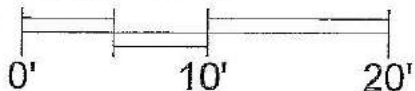
TAHOE ROOM



The Tahoe Room is available to rent for concerts, meetings, parties, etc.



Tahoe Room



EVENT: _____

DATE: _____ **TIME:** _____

CONTACT: _____

PHONE: _____ **CATERER:** _____

Facility:

Tahoe Room, Event Center

Tables:

Round folding table 60"

Quantity: 27

Round folding table 72"

Quantity: 18

Rectangle folding table 12ft

Quantity: 8

Rectangle folding table 8ft

Quantity: 8

Card tables

Quantity: 8

Chairs:

Banquet chairs:

Quantity: 500

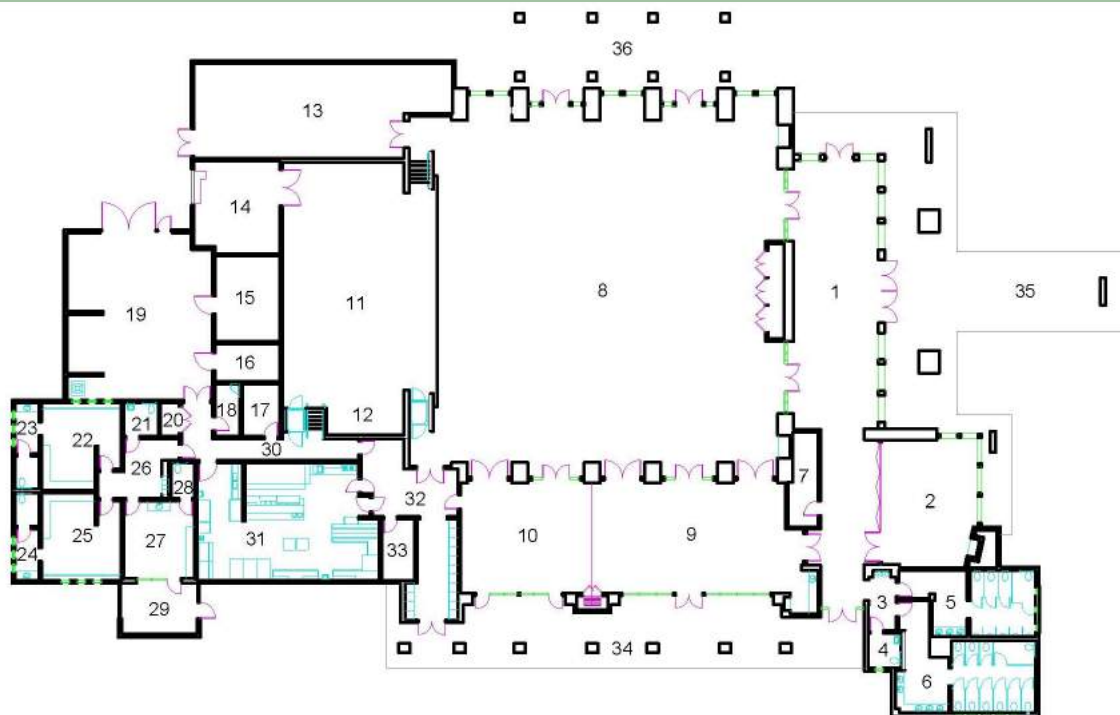
Capacity:

36 tables with 8 chairs around hardwood floor only

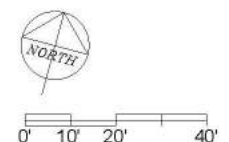
42 tables with 8 and 10 chairs around including carpeted area

Chairs only- 500 (250 each side with one aisle)

Chairs only- 500 (160 each with two aisle)



- | | | |
|---------------------------|----------------------------|---------------------------------|
| 1 - Lobby | 13 - Event Storage | 25 - Women's Dressing Room |
| 2 - Echo Room | 14 - Stage Storage | 26 - Dressing Room Hallway |
| 3 - Alcove | 15 - Electrical Room | 27 - Green Room |
| 4 - Unisex Restroom | 16 - Mechanical Room | 28 - Green Room Unisex Restroom |
| 5 - Men's Restroom | 17 - Dimmers Room | 29 - Green Room Patio |
| 6 - Women's Restroom | 18 - Janitor's Closet | 30 - Backstage Hallway |
| 7 - Coats Room | 19 - Service Yard | 31 - Kitchen |
| 8 - Tahoe Room | 20 - Storage Room | 32 - Locker Hallway |
| 9 - Donner Room A | 21 - Staff Unisex Restroom | 33 - Dish Storage Room |
| 10 - Donner Room B | 22 - Men's Dressing Room | 34 - South Patio |
| 11 - Stage | 23 - Men's Restroom | 35 - Porte Cochere |
| 12 - Stage Manager's Area | 24 - Women's Restroom | 36 - North Patio |



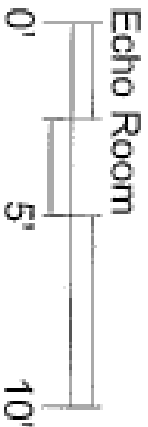
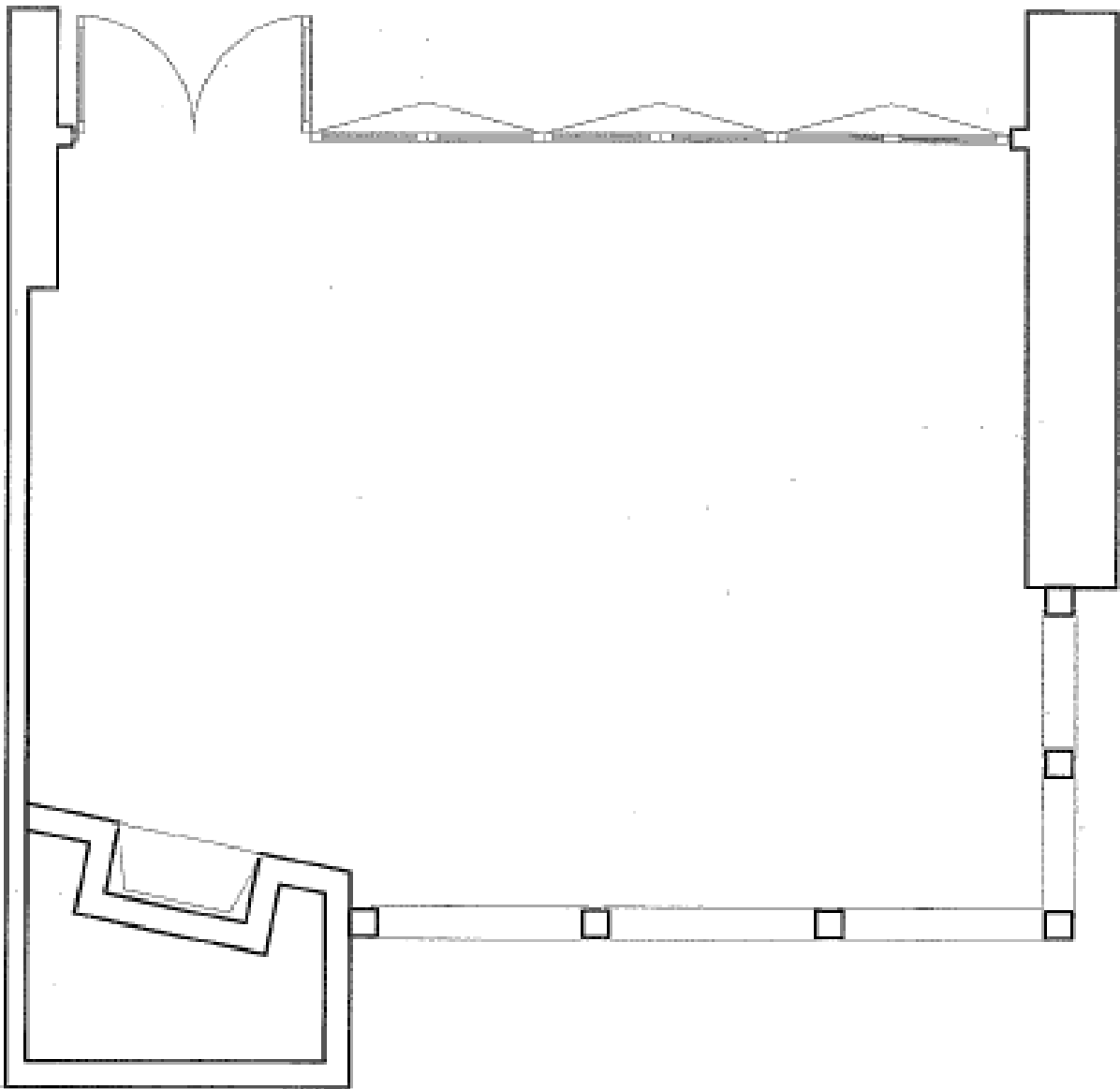
Event Center

THE ECHO ROOM



***The Echo Room is available to rent
for meetings, parties, etc.**

***Set-up fees may apply
See Set-up Fee Schedule**



EVENT: _____

DATE: _____ **TIME:** _____

CONTACT: _____

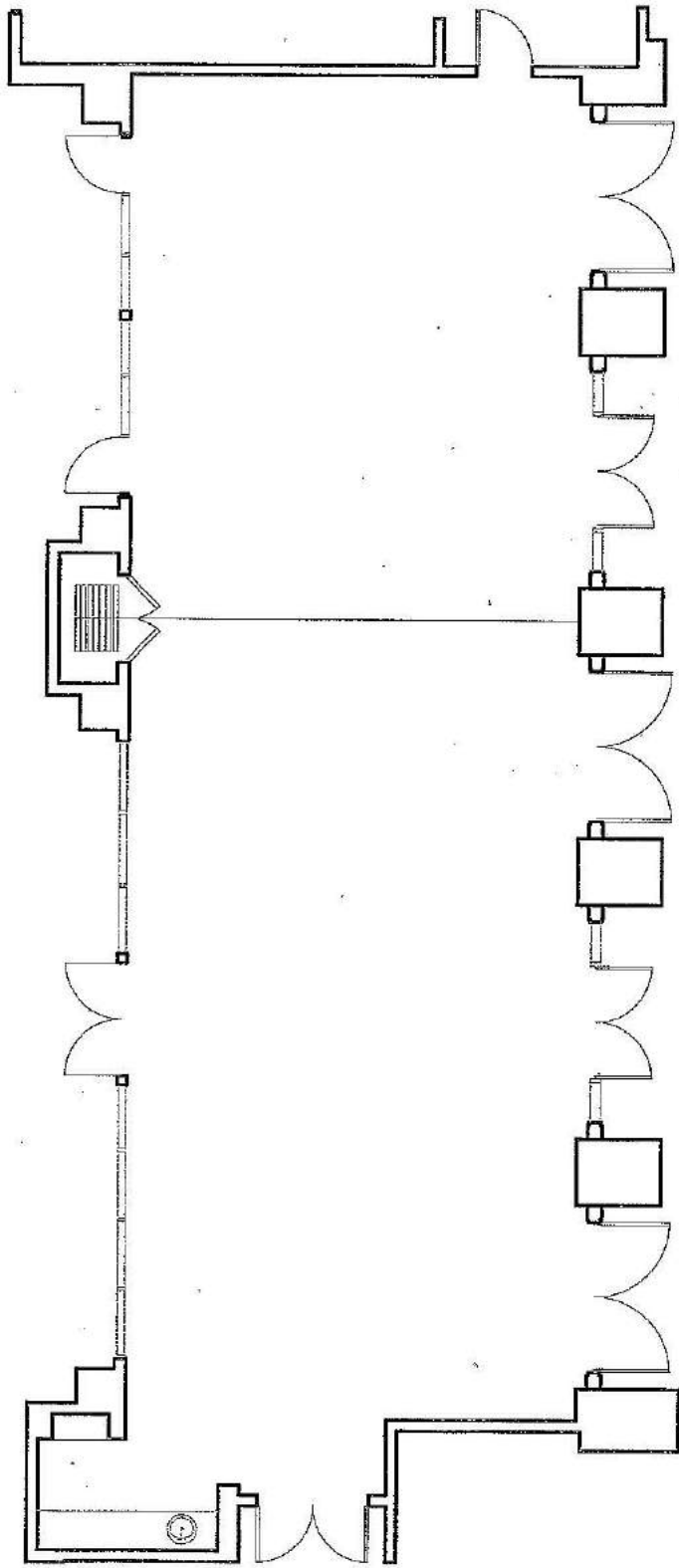
PHONE: _____ **CATERER:** _____

DONNER ROOM



***The Donner Room is available to rent
for meetings, parties, etc.**

***Set-up fees may apply
See Set-up Fee Schedule**



Donner Room B/A
0' 10' 20'

EVENT _____

DATE: _____ TIME: _____

CONTRACT: _____

PHONE: _____ CATERER: _____