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# Rental Information



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**Steamboat Springs  
Community Center  
1605 Lincoln Avenue**



	<b>East &amp; West Community Room</b>	<b>East or West Community Room</b>	<b>Conference Room</b>	<b>ADD Kitchen</b>
<b>Private</b>	\$60 / Hr.	\$30 / Hr.	\$25 / Hr.	\$100
	\$500 / Day	\$250 / Day	\$200 / Day	
<b>Non Profit</b>	\$30 / Hr.	\$25 / Hr.	\$15 / Hr.	\$50
	\$250 / Day	\$150 / Day	\$75 / Day	
<b>For Profit</b>	\$125 / Hr.	\$65 / Hr.	\$35 / Hr.	\$200
	\$1,000 / Day	\$500 / Day	\$300 / Day	

**Prices subject to change without notice.**

**DAMAGE DEPOSIT:** \$100 (no alcohol) or \$500 (serving alcohol) (INCLUDES \$10.00 KEY DEPOSIT)

<b>Community Room</b>
2,500 square feet Theater Style Capacity: 350 people Table/Chair Seating Capacity: 175 people Hardwood Floor Wireless Internet Service Cable Television Service

<b>American Legion Conference Room</b>
525 square feet Seating Capacity: 16-20 people Carpeted Floor Wireless Internet Service Cable Television Service TV, VCR & DVD

**To reservation a room go to:**

**[www.steamboatsprings.net/departments/internal\\_services/community\\_center](http://www.steamboatsprings.net/departments/internal_services/community_center)**

**email: [communitycenter@steamboatspringsnet](mailto:communitycenter@steamboatspringsnet)**



**CLEAN UP:** It is the responsibility of the renter to leave the Community Center in a clean and orderly condition. Cleaning materials and supplies are provided in the Janitorial Closet. Return all furniture to original location. Empty all trash receptacles and deposit trash into outside dumpsters. Dry mop all wood floors. Vacuum carpeted areas. Clean up spills as soon as possible. Clean restroom fixtures, sinks, counters and floors. Clean kitchen appliances, sinks, counters and floors. Your damage deposit will be forfeited in the event this clause is not met. Damage above and beyond the deposit is the responsibility of the Renter.

**EQUIPMENT PROVIDED (Free of Charge):**

TABLES & CHAIRS

- 20 (5' diameter round)
- 200 chairs
- 2 (8' x 30" oblong)
- Restrooms
- 1 projection screens
- Piano (East Community Room only)
- VCR & TV (American Legion Conference Room only)

**KITCHEN RENTAL:** Flat rate: You must supply your own utensils & any special equipment for the purpose of food and/or beverage service.

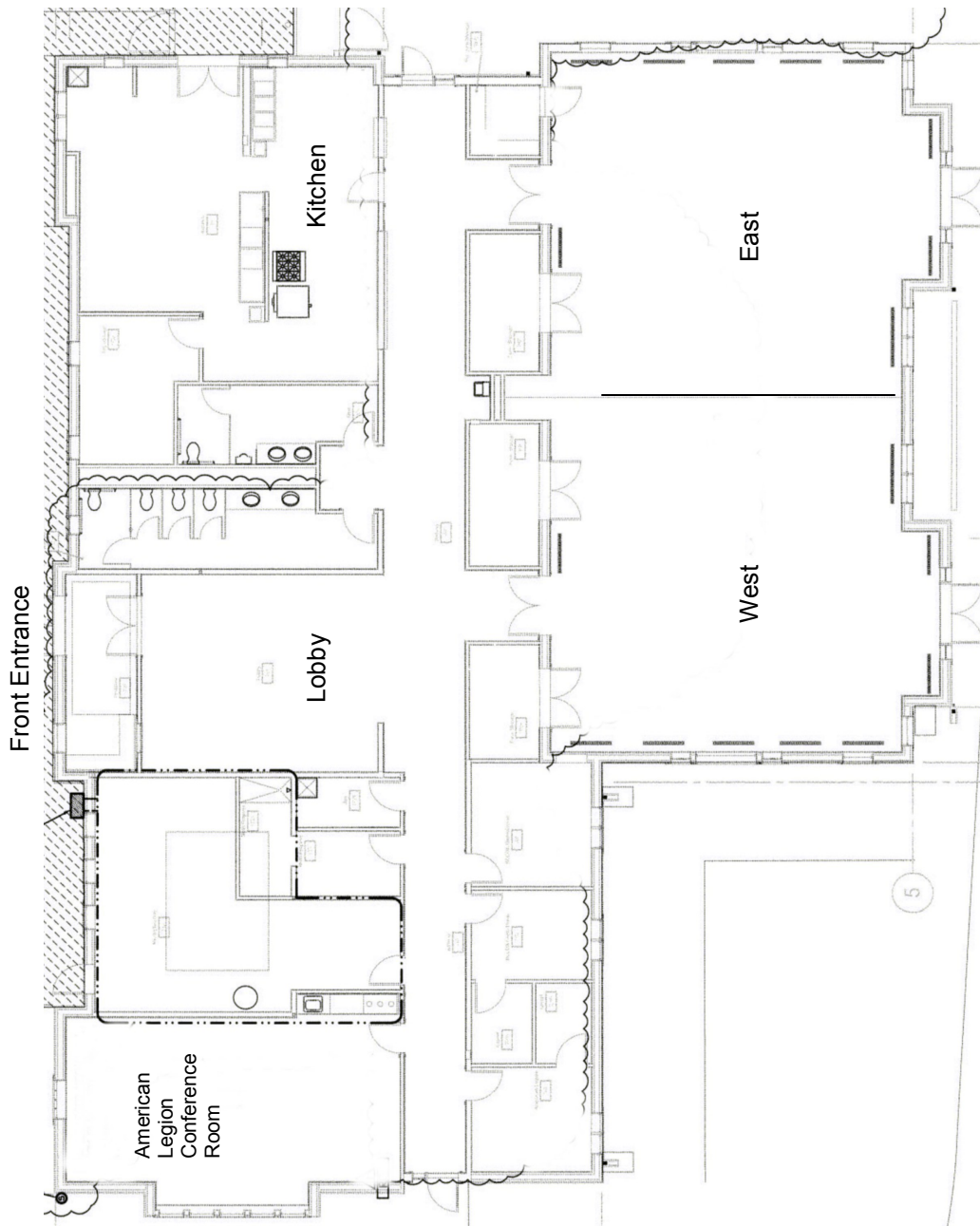
The following items are included with rental of the kitchen:

- Small Refrigerator (not walk-ins)
- Small Freezer
- Oven & Range
- Sinks
- Ice Machine

**ALCOHOL:** To obtain permission to serve alcoholic beverages **the City Clerk's office MUST be contacted, at (970) 879-2060, ext. 248.** Alcoholic beverages are NOT permitted outside of the Community Center.

Non-Profit Organizations, may sell alcoholic beverages with a pre-approved **Special Events Permit & Liquor License**. This Permit will take up to 45 days to obtain. The City Clerk's office must be contacted regarding this Special Event Permit, at (970) 879-2060, ext. 248. A Certificate of Insurance is required if the event is open to the public and alcohol is being served, or proof thereof, for \$1,000,000 of general liability coverage with the City of Steamboat





**PO Box 775088  
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