

The Center

Home of Eaton Area Senior Center, Inc.  
 804 S. Cochran Ave. Charlotte, MI 48813  
 517-213-0173 Fax: 517-541-2928  
 Eaton.area.senior.center@gmail.com

## Facilities Rate Schedule

	<u>Dining Room</u> <b>Capacity 115</b>	<u>Great Room</u> <b>Capacity 150</b>	<u>Entire Hall</u> <b>Capacity 265</b>
<b>Sunday – Friday</b>  50% Due at time of reservation	\$ 480.00 – 8 hours \$ 300.00 – 5 hours  \$60.00 per extra hour(s)	\$ 680.00 – 8 hours \$ 425.00 – 5 hours  \$85.00 per extra hour(s)	\$ 1160.00 – 8 hours \$ 725.00 – 5 hours  \$150.00 per extra hour(s)
<b>Saturday</b>  The whole building WILL NOT be broken up until three (3) months out.	Above rates will apply if booking within 3 months of your event.	Above rates will apply if booking within 3 months of your event.	\$ 2240.00 – 8am-12am \$ 1160.00 – 8 hours \$ 725.00 – 5 hours  \$150.00 per extra hour(s)
<b>Damage Deposit</b>  Due 10 days prior to event	\$500.00	\$500.00	\$500.00

- **Monday–Friday 8:00 am – 4:00 pm is only available based on Senior Center activities. Dates and times must be cleared with the Director or the Board of Directors.**
- **\$50 discount for members in good standing and special pricing discount offered for a member’s memorial service.**

Kitchen rental is NOT available, unless rented by a pre-approved, licensed caterer. Caterers need the following for approval: (1) copy of their current commercial food license, (2) copy of their current serve safe (on-site) certified employee, (3) copy of liability insurance naming the Eaton Area Senior Center as additionally insured for the date(s) the caterer will conduct business on the property, (4) signed and dated agreement with the Eaton Area Senior Center listing expectations and conditions for limited kitchen usage, and (5) pre-payment of 15% kitchen use fee (rent). NOTE: When caterers bring food in ready to serve, the use fee is 10% provided there is no entry into or use of the kitchen. Caterer rent fees are based on regular menu prices and ARE NOT subject to discounted prices. Current menu pricing and a copy of the caterer’s invoice is required.

**RATES INCLUDE:** Furniture & Setup  
 On-site Attendant  
 Pre & Post Janitorial Service  
 Restrooms  
 Stage (Great Room)  
 Dance Floor (Great Room)

**AVAILABLE AT  
 COMPETITIVE PRICING:**

In-house Catering  
 Linen Service  
 Place Setting Rental (Corelle)  
 Silverware Rental  
 Decorations Rental  
 And Much More