

5 SOUTH EVENT CENTER

VENUE & SERVICES PRICING

Main Hall

{599 maximum capacity > 320 banquet seating capacity}

Rental includes banquet tables/chairs, set up and clean up.

Rental term is a 20-hour period beginning at 6:00 AM.

\$1350 Friday – Saturday

\$950 Friday – Saturday for Non-Profits – A letter detailing the event and copy of non-profit license are required.

\$1050 Sunday – Thursday

\$650 Sunday – Thursday for Non-Profits – A letter detailing the event and copy of non-profit license are required.

Green Room

{40 maximum capacity}

\$350 Friday – Saturday

\$250 Friday – Saturday for Non-Profits – A letter detailing the event and copy of non-profit license are required.

\$300 Sunday – Thursday

\$200 Sunday – Thursday for Non-Profits – A letter detailing the event and copy of non-profit license are required.

Deposits are non-refundable within 60 days of the event date.

Deposit is due w/rental agreement to secure event date.

Deposit is applied towards total rent.

Kitchen Fee

\$150 – If our preferred caterer is used, Patty Sparks w/ Personalized Touch Catering at 301-904-9899

\$300 – If an outside caterer is used. For public events all caterers must hold and provide valid copies of Catering and St. Mary's County Health Department licenses.

Bar Fees

\$25 – Per bartender/server per hour.

Required bartenders –

1 for up to 100 guests

2 for 101 to 250 guests

3 for 251 to 400 guests

4 for 401 to 599 guests

Security Fees

\$25 – Per security personnel per hour (not applicable to guest list events i.e. weddings, meetings etc.)

Required security personnel (for ticketed events open to public i.e. concerts, comedy shows etc.)

2 for up to 150 guests

3 for 151 to 300 guests

4 for 301 to 450 guests

5 for 451 to 599 guests