



**ACCESSIBLE**

## Event & Meeting Space



**RCIL can meet your needs!**

- **Weddings and Special Events**
- **Meetings and Conferences**
- **Plus much more!**

 **315-272-2986**

 **rentals@rcil.com**

 **[www.rcil.com/rentals](http://www.rcil.com/rentals)**

 **1607 Genesee St | Utica, NY**

A beautiful,  
enclosed  
garden with a  
pergola

A historic  
ballroom with  
seating for up  
to 200 people

A unique  
space with  
room for up to  
100 people

A board room  
accommodating  
up to 25 people

For pricing,  
please see  
reverse side of  
this flyer



## EVENTS AT THE DOROTHY SMITH CENTER FOR ADVOCACY

Meeting & event space is available from 8 a.m.- 11 p.m. daily.

### Meeting/Conference & Event Spaces

#### Boardroom

Set up options: Conference/Boardroom

Capacity: 25 People

1-4 Hour Rental: \$200.00

5-8 hour Rental: \$375.00

*\*A refundable \$300 Security Deposit  
is required for all rentals*

#### Lower Level Meeting Room

Set up options: Conference / Classroom / Theatre / "U" Shape / Crescent Rounds / Full Rounds

Capacity: 100 People

1-4 Hour Rental: \$400.00

5-8 hour Rental: \$700.00

#### Community Room

Set up options: Conference / Classroom / Theatre / "U" Shape / Crescent Rounds / Full Rounds

Capacity: 200 People

1-4 Hour Rental: \$500.00

5-8 hour Rental: \$775.00

#### Garden with Pergola

\$25 per hour

#### Audio Visual:

Wireless Handheld Microphone: \$50.00 (Tabletop Microphones also available)

LCD Projector & Screen: \$50.00

#### Staffing Charge

1 staff member is required per every 50 guests: \$20 per hour per staff during weekdays; \$25 per hour per staff member during weeknights and weekends.

\*Children's parties will require additional staffing fees. Inquire for specifics.

#### Rental Fee's include:

Tables & chairs, set up & tear down, pens & pads for meetings & conferences.

*Make this event your own! Feel free to bring in your own caterer(permit required),  
decorations, DJ's, lighting, and other professional services to help customize your event.*