

# CITY OF BUENA PARK

Community Services Department  
 Buena Park Community Center  
 6688 Beach Blvd., Buena Park, CA 90621

**Phone: (714) 562-3860**

**Ballroom 2/3 Capacity -110**

Private Group \$116 per hour  
 Private Group with Beer & Wine \$168 per hour  
 Set-up/ Clean Up Fee \$264 (flat)

**Ballroom 1/3 Capacity - 55**

Private Group \$95 per hour  
 Group Beer & Wine \$147 per hour  
 Set-up/ Clean Up Fee \$138 (flat)

### BPPC FACILITY RATES

<p><b>Ballroom</b> Capacity – 160</p> <p>Private Group \$147 per hour                  Private Group with Beer &amp; Wine \$210 per hour                  Kitchen Rental (optional) \$53 (flat)                  A/V Equipment (optional) \$105 (flat)                  Set-up/Clean Up Fee \$264 (flat)                  Staff Fee \$20 per hour                  Dance Floor (optional) \$53 (flat)</p>	<p><b>Mayor's Garden</b> Capacity – 60 dining, 110 Assembly</p> <p>Private Group \$95 per hour                  Private Group with Beer &amp; Wine \$147 per hour                  Kitchen Rental (optional) \$53 (flat)                  A/V Equipment (optional) \$105 (flat)                  Set-up/Clean Up Fee \$138 (flat)                  Staff Fee \$20 per hour</p>
<p><b>Orchid Room</b> Capacity – 49</p> <p>Private Group \$53 per hour                  Private Group with Beer &amp; Wine \$90 per hour                  Set-up/Clean Up Fee \$138 (flat)                  Staff Fee \$20 per hour</p>	<p><b>Lily, Iris, Tulip, Carnation Room</b> Capacity – 15 to 29</p> <p>Private Group \$42 per hour                  Set-up/Clean Up Fee \$54 (flat)                  Staff Fee \$20 per hour</p>

### EVENT PACKAGES

<p><b>Ballroom &amp; Mayor's Garden</b></p> <p>Private Group \$221 per hour                  Private Group with Beer &amp; Wine \$315 per hour                  Set-up/Clean Up Fee \$368 (flat)                  Staff Fee \$20 per hour                  *Requires 2 City Staff members</p>	<p><b>Ballroom, Mayor's Garden &amp; Orchid Room</b></p> <p>Private Group \$252 per hour                  Private Group with Beer &amp; Wine \$368 per hour                  Set-up/Clean Up Fee \$420 (flat)                  Staff Fee \$20 per hour                  *Requires 2 City Staff members</p>
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**Rentals include:**

(20) 60" round tables    (5) 30" x 60" rectangular tables    (20) 30" x 72" rectangular tables    (7) 30" Cocktail Tables  
 160 banquet chairs; 110 garden chairs (for outdoor use only)

**Refundable Security Deposit:**

\$500 Ballroom; \$1,000 for rentals serving Beer & Wine  
 \$100 for Mayor's Garden, Orchid, Lily, Iris, Tulip, Carnation Rooms  
 Events serving Beer & Wine must hire city approved security guards & have proof of liability insurance

**Additional Information:**

Rental time must include all decorating and user clean-up time  
 Buena Park Residents: 20% discount of hourly room rate (valid for Monday- Thursday rentals only)  
 Non-Profit Organizations: 20% discount of hourly room rate (valid 60 days or less from event date)

**Cancellation Policy:**

90 days or more: \$100 fee    Less than 90 days: Loss of Deposit    Less than 30 days: Loss of all payments made  
 Rental facilities available: Mon – Sat 8 a.m. – 12 a.m. and Sun 8 a.m. – 11 p.m.  
 Rent up to 9 months in advance (12 months in advance for weddings)

<b>Hall Fee Per Hour</b>	<b>Required</b>	<b>\$</b> <u>    </u> <b>X</b> <u>    </u> <b>Hours</b>	
<b>Staff Fee Per Hour</b>	<b>Required</b>	<b>\$</b> <u>    </u> <b>X</b> <u>    </u> <b>Hours</b>	
<b>Set-up/Clean Up Fee</b>	<b>Required</b>	<b>Flat</b>	
Kitchen Rental	Optional	Flat	
A/V Equipment Rental	Optional	Flat	
<b>Deposit (refundable)</b>	<b>Required</b>	<b>Flat</b>	
<b>TOTAL:</b>			