

Thank you for your interest in Blue Moon Ballroom. This is a brief summary of the amenities and services we offer for events at our facility.

We can accommodate up to 120 guests in our 2,000 sq. ft. main ballroom, which is surrounded by 15-foot white drapes. Our smaller 1,500 sq. ft. ballroom can seat up to 120 guests for a wedding ceremony, or any occasion.

Tables and chairs are included in the rental fee. We set up the tables and chairs according to your specifications and breakdown following your event.

We also take care of the cleaning after your event.

We have linens available unless you choose to provide your own based on your planned décor, and we can provide chair covers as well.

Lighting color options are available in both ballrooms.

Audio visual equipment is available for your use in both ballrooms.

We also have a separate room for dressing.

You and your caterer have access to our prep kitchen if you rent the front ballroom or the entire building (no restrictions on who you choose for catering).

You can serve alcohol without a service fee.

Parking is available in front and back of our facility, and your guests can enter through front or back doors if both ballrooms are not rented for the same date and time.  Entrances in front and back are accessible at ground level should any of your guests have physical challenges.

Four bathrooms are available for your guests (two in each ballroom).

Referrals for caterers, photographers, bartenders and other services are available.

These amenities and services are included in our rental fee of $350.00 per hour**, per room** (three hour minimum), or if the **entire facility is needed**, a flat rate of $4,200.00 for full day, noon-midnight. Other options are available.

Two hours before your event are available for you to decorate at no charge for the hourly rate option.

I will be glad to speak with you further about your event. You may contact me on my cell phone at 803.569.0380. My name is Jim Williamson, and I look forward to hearing from you.