

DUNDEE COMMUNITY CENTER INFORMATION:

Community Center Rental is on a first come first serve basis. We are NOT allowed to hold dates without a completed application and full deposit.

DEPOSIT

No Alcohol: \$500.00

Alcohol: \$1,000.00

Once the deposit has been paid, patrons are not allowed to change their deposit to include alcohol later.

RENTAL

The Rental Fee and Sales Tax must be paid at the same time.

- **In Town Residents:** \$400.00 rental fee + \$28.00 sales tax = **\$428.00**
- **Out of Town Residents:** \$500.00 rental + \$35.00 sales tax = **\$535.00**
- **Decoration Rental (Day before):** \$50.00 + \$3.50 sales tax = **\$53.50**
- Rental times are between 10:00 am to 12:00 midnight no exceptions.
- The patron may enter the Community Center beginning at 10:00 am and have until their guests begin arriving to decorate.

TOWN OF DUNDEE ATTENDANT FEE:

\$30.00 an hour

- **There is a 6-hour minimum for a total of \$180.00.** If the event lasts more than 6 hours, the renter will pay \$30.00 for each additional hour. We do not rent by the ½ hour.
- **The Attendant time starts when your guests begin to arrive and ends when you are cleaned out and completely out of the building.**

PCSO ATTENDANT - IF THERE WILL BE ALCOHOL:

\$45.00 – \$80.00 each additional hour

- **There is a 6-hour minimum for a total of \$270.00 - \$480.00.** If the event lasts more than 6 hours, the renter will pay \$45.00 for each additional hour.
- **The Attendant time starts when your guests begin to arrive and ends when you are cleaned out and completely out of the building.**
- PCSO application will be provided by town staff after paying the deposit
- **The Town of Dundee attendant time and PCSO rental time MUST MATCH.**

Minimum for Town of Dundee resident - no alcohol: **\$1,108.00**

Minimum for Town of Dundee resident – with alcohol: **\$1,608.00 + 270.00 (PCSO) = \$1,878.00**

Minimum for non-Dundee residents - no alcohol: **\$1,215.00**

Minimum for non-Dundee residents - with alcohol: **\$1,715.00 + 270.00 (PCSO) = \$1,985.00**

****Please note these are minimum fee's that increase when the event lasts longer than 6 hours or the hall is rented the day before for decoration purposes****

Capacity (APPROXIMATE)

- **With tables and chairs:** 233
- **Without tables and chairs:** 466
- **Tables**
 - 6 - 6' Rectangle Tables,
 - 5 - 8' Rectangle Tables
 - 30 - 60" Round Tables (plastic)
- **Chairs** 130 - Metal Folding Chairs

For more information or to check availability please contact Town Hall at 863.438.8330