

The Event Center

RATES

<u>Hours</u>	<u>Package Total</u>
2 Hours	\$700
3 Hours	\$850
4 Hours	\$950
5 Hours	\$1050
6 Hours	\$1200

Each Additional Hour+ \$100

\$500 Deposit Required To Reserve Date

\$600 Decorate Day Before

\$300 Per Hour After Midnight



AMENITIES

Our event center is 4200 square feet of beautiful porcelain tiled floors and accommodates up to 280 guests. Set up of tables and chairs for up to 160 people is included with rate and is customized to fit your event. All our amenities are included in our rates.

12/14 Foot ceiling

(23) 60 inch round tables

(17) 6 ft. rectangle tables

(4) 8 ft. rectangle tables

(6) Pub tables

160 Chairs

Basic cleaning

Set up/ tear down of tables and chairs

Parking for up to 135 vehicles

Catering kitchen

Wireless internet

Audio/Video equipment:

Projector

90" x 160" widescreen

Sound system

Wireless microphone

Security

We will secure an off duty Longview police officer on your behalf for events lasting past 9 pm. There will be an additional \$35 per hour charge that will need to be paid directly to the officer by the renter.

Alcohol

If you choose to provide alcohol at your event you must abide by all TABC laws and guidelines.

Payment & Cancellation Policy

All rental invoice balances are due in full at least 30 days prior to the date of the rental event.

If the RENTER cancels the event 30 days or more prior to the event date the deposit is retained by ETBA. The remaining paid balance will be refunded to the Renter.

If the RENTER cancels the event less than 30 days prior to the event date there will be no refund given to the Renter. The deposit and all paid rental balance will be retained by ETBA.

2023 Alpine Road
Longview, TX 75601
903-758-6416
Events@EastTexasBuilders.Org