

The Event Center

at the Ehrenfelt Recreation Center



Weddings

Showers

Fundraisers

Seminars

Craft Shows

*Schedule your
Event Now!*

**RENTAL OFFICE
440-580-3270**



The Ehrnfelt Event Center

18100 Royalton Road, Strongsville, Ohio 44136

Capacity: East & West Event Center can accommodate up to 200 guests each. Whole Event Center can accommodate up to 400 guests. Smaller rooms are available for meetings, parties, showers and more.

A **deposit** of \$300 is required within three days of the reservation to secure the rental agreement. Deposits are non-refundable.

Full payment is due two weeks prior to your rental date. Failure to do so will result in the cancellation of your reservation and forfeit of your deposit.

Cancellations must be made no less than two weeks in advance or a refund will not be granted.

Alcohol is only permitted in the Event Center. Alcohol is to be provided by the renter. If alcohol is being sold an alcohol permit is required.

A **security guard** is required for those serving alcohol. This will be arranged for you in cooperation with the Strongsville Police Department. The fee for the guard is \$45/hour (3 hour minimum).

An **after hours supervisor** may be needed if your rental exceeds the Center's normal business hours. You will be required to pay an additional charge for supervision, maintenance and utility costs.

Caterers may use the kitchen if the following conditions must be met: 1) your caterer must have a current vendors license [a copy must be supplied]; 2) your caterer must have a million dollar liability insurance policy with the City of Strongsville as second insured [a copy must be supplied]; 3) the caterer must complete the kitchen checklist at the end of the event; and, 4) you the must pay the kitchen usage charge applied to your rental fee. Use of the kitchen includes use of the kitchen facilities; appliances; dinnerware, flatware, and glassware for 350 guests. The Strongsville Recreation Department reserves the right of refusal in regards to a caterer's access to the kitchen.

Decorations may be used within reason, without causing damage to walls, ceilings or other areas of the room. ABSOLUTELY NO TAPE CAN BE USED ON WALLS, CEILINGS or TABLES (i.e. table skirting with adhesive strips). Lit candles are permitted if candles have a glass globe or bowl. NO GLITTER OR CONFETTI permitted. All decorations must be cleaned up and removed from the premises at the end of your rental time or may result in loss of deposit.

Smoking is prohibited. In accordance with the State of Ohio, the Ehrnfelt Recreation & Senior Center is strictly a NON-smoking facility. In accordance with the City of Strongsville Ordinance, all city property's, including buildings are those surrounding areas, are to be tobacco free.

RATES

	HOURLY (2 Hour Minimum)			PACKAGE RATES (12 Hour Block of Time)		
	<u>Member</u>	<u>Non-Member</u>	<u>Strongsville Business/ Non-Profit</u>	<u>Member</u>	<u>Non-Member</u>	<u>Strongsville Business/ Non-Profit</u>
WHOLE	\$200	\$300	\$200	\$1,800	\$2,400	\$1,800
HALF	\$100	\$150	\$100	\$ 900	\$1,200	\$ 900
Kitchen	\$200	\$300	\$200			
Concession Stand (Flat Rate)		\$100/Member	\$200/Non-Member			

• Call 440-580-3270 for more information •