

.....

Regulations

- All trash must be picked up and put in cans provided (large cans in basement)
- Tables must be kept 12 ft. from the big doors entering the gym. Doors must not be covered with any kind of paper or decorations
- **Do not** staple any decorations to any woodwork, please use tape
- The orange extension cords in the bleachers must be left there, please do not unplug them
- Clean-up must be done the night of the event, not the next day
- The building will be locked by 2:00 a.m., no exceptions
- The stage is not part of the Auditorium and is off limits
- No heavy equipment is allowed on the auditorium floor i.e. Pallet Jacks, etc.
- Candles must be in water if used
- No alcoholic beverages are permitted outside the rented facility
- The City reserves the right to withhold refund of deposits and to establish a larger deposit based on type of event

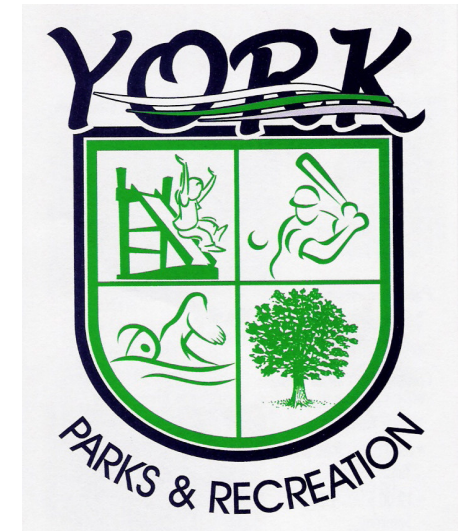
Thank you for your interest in our facilities!

York Parks and Recreation
211 E. 7th
York, NE 68467

.....

City Facilities Rentals

Effective October 15, 2006



York Parks and Recreation

211 E. 7th
York, NE 68467
www.ci.york.ne.us

Phone: 402-363-2630
Fax: 402-362-0347

Rental Rates

Effective January 1, 2007

Per Day Charges

City Auditorium

Located at 612 N. Nebraska Ave.

Main Floor

- Local, non-profit \$250
- Local, profit \$400
- Out of county \$600
- Non-profit with alcohol \$500
- For profit with alcohol \$600
- Set-up/Tear down \$100
- Damage/Clean-up deposit \$200

Kitchens

- Rental \$50
- Damage/Clean-up deposit \$50

North Dining Room

- Rental \$25
- Rental with alcohol \$65
- Set-up \$10
- Damage/Clean-up deposit \$25

USO Room (Basement)

- Rental \$150
- Rental with alcohol \$250
- Set-up \$50
- Damage/Clean-up deposit \$100

Saddle Room

- Rental \$25
- Damage/Clean-up deposit \$25

Auditorium Miscellaneous

- PA System \$25
- Dance Floor (self assemble) No charge

**DAMAGE/CLEAN-UP DEPOSIT
REQUIRED FOR ALL EVENTS!**

Community Center

Located at 211 E. 7th

- Rental (after hours) \$125 +
labor costs
- Damage/Clean-up deposit \$200
- Meeting Room \$15

Rent Payments

Advanced partial payment (paid at the time of booking) for any rentals will be half of the total rent plus the damage/clean-up deposit.

Refund Policy

Percentage is of total rent.

Cancellations

- 90 days or longer prior to the event 80%
- 30-89 days prior to the event 50%
- 29 days or less prior to the event 0%

Information

- Auditorium 75 x 104
- Stage 40 x 60
- North Dining Room 21 x 46
- Dance Floor 24 x 24
- Risers 6'x10'x18'
- Main Floor Seats 1000
- Balcony Seats 900

- If having alcohol, you need a permit Obtain from the City Offices (no charge)
- Ladders are available to use for decorating
- Make sure the caterer is aware that they cannot use propane in the Auditorium
- Chairs to be used in the gym are under the stage and must be put away
- Tables are in the basement, and must be put away, carts in basement
- If you have questions or problems during your event, phone numbers can be found by the phone in the kitchen