



# WILDWOOD

CULTURAL CENTER



## RENTAL PACKAGE OPTIONS



Room Location	Hourly Rate	Minimum # of Hours	Security Deposit <i>Due at Time of Booking</i>
<b>1st Floor of Wildwood Estate</b> <i>(Oliver Wing, South Wing, Kitchen and Outside Patio Area *)</i> Accommodates up to 150 guests	<b>\$125 Resident/ \$160 Non-Resident</b>	<b>4 Hours</b>	<b>\$400 No Alcohol/ \$800 with Alcohol</b>
<b>2nd Floor Meeting Rooms</b> Accommodates up to 8 guests (Monday– Thursday)	<b>\$25 Resident/ \$30 Non-Resident</b>	<b>2 Hours</b>	<b>No Deposit Required</b>

- Rentals with alcohol will be charged a \$35 Alcohol Permit Fee.
- An off duty Mentor Police Officer is required for all rentals serving alcohol at a rate of \$40/hr. (\$55/hour for holidays) minimum of 3 hours, payable in cash directly to the officer on the day of the rental.
- The officer must be hired to be in the building when guests arrive through guest and renter departure cleanup.
- All Set up and clean up must occur within the rental time.
- Tables and chairs are for indoor use only.

*Cancellation policy– Rentals cancelled within 4 weeks of date will not be refunded. Cancellations made greater then four weeks to date will be refunded less 25%.*

### Wildwood Cultural Center

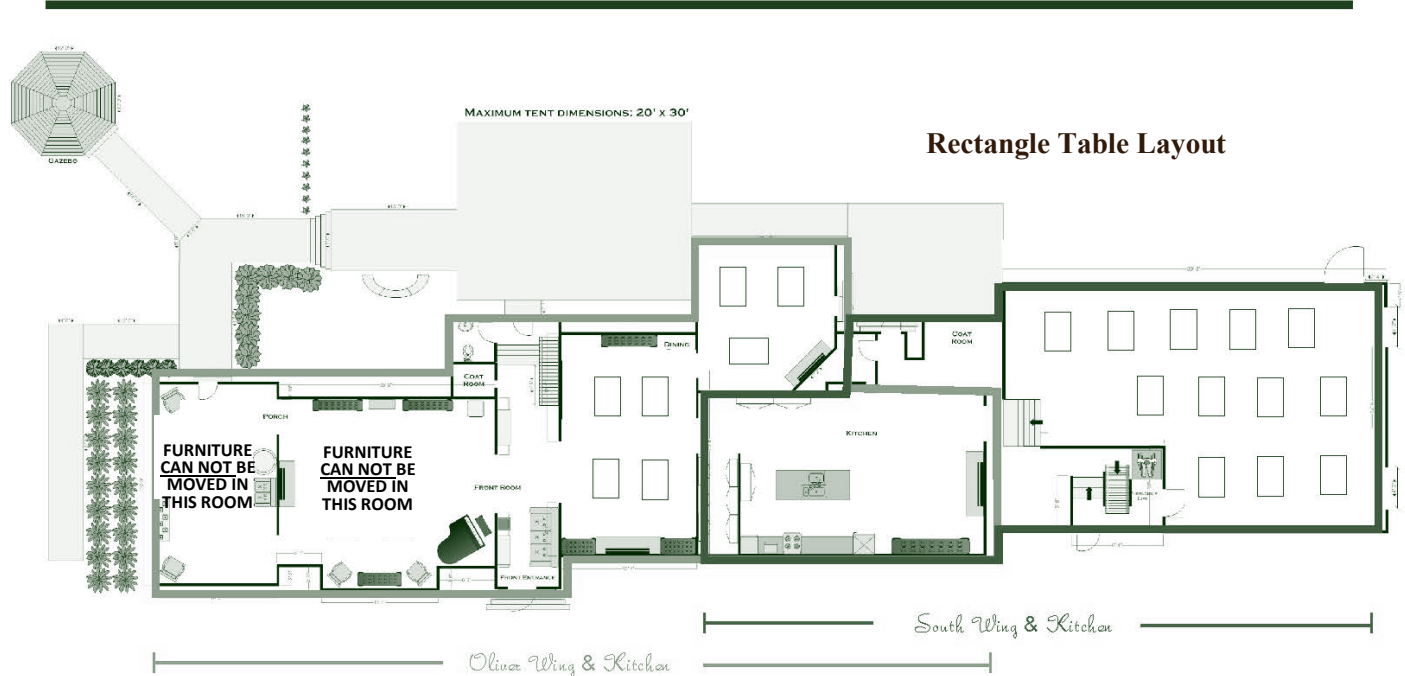
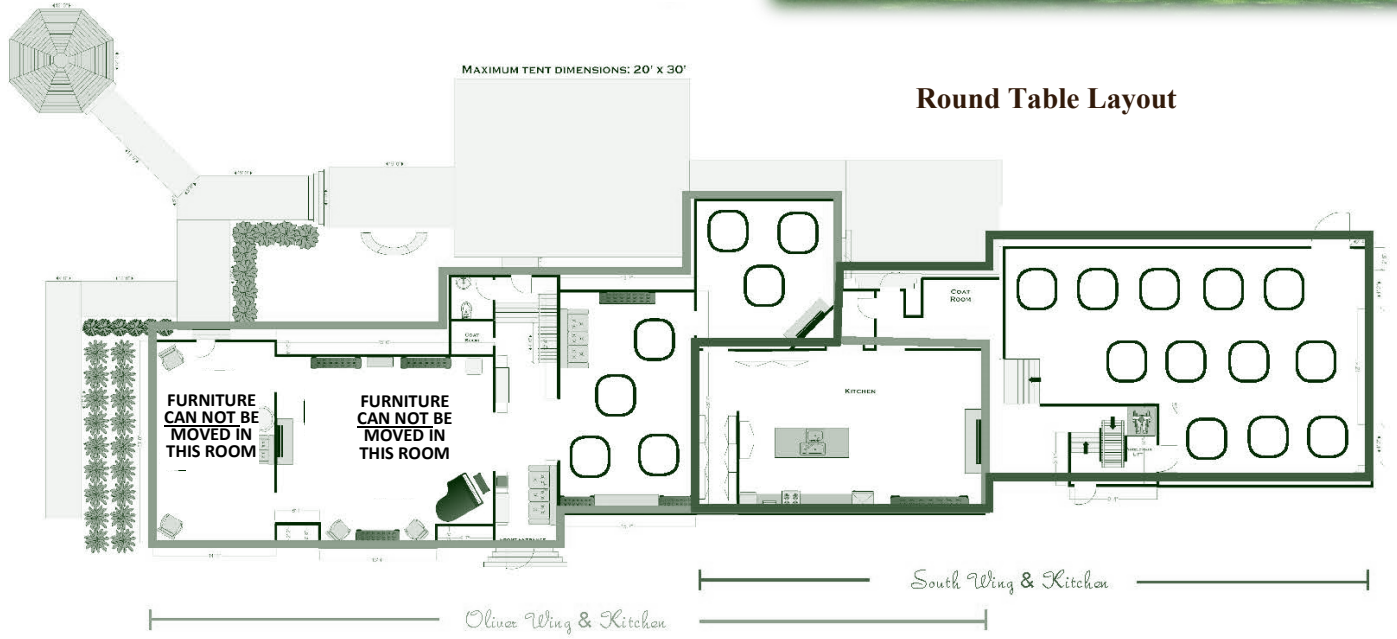
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## INDOOR SET-UP OPTION

*Table layout example*



### EQUIPMENT AVAILABLE TO RENTER/PERMIT HOLDER

- 12- 48" Round Tables (Seats 5-6 per table)
- 25-30" x 72" Banquet Tables (Seats 6-8 ppl per table)
- 5- 18'x72" Narrow Tables
- 3 Tall Cocktail Table
- 150 Banquet Chairs

*Tables and chairs are for indoor use only. All tables and chairs must be returned to their original location at the conclusion of the rental.*