



WILDWOOD

CULTURAL CENTER



RENTAL PACKAGE OPTIONS



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

- 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 \$50/hr. (\$65/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 30 days or less from event date, will NOT be refunded. Cancellations made greater than 30 days before event date will be refunded, less 25%.

Wildwood Cultural Center

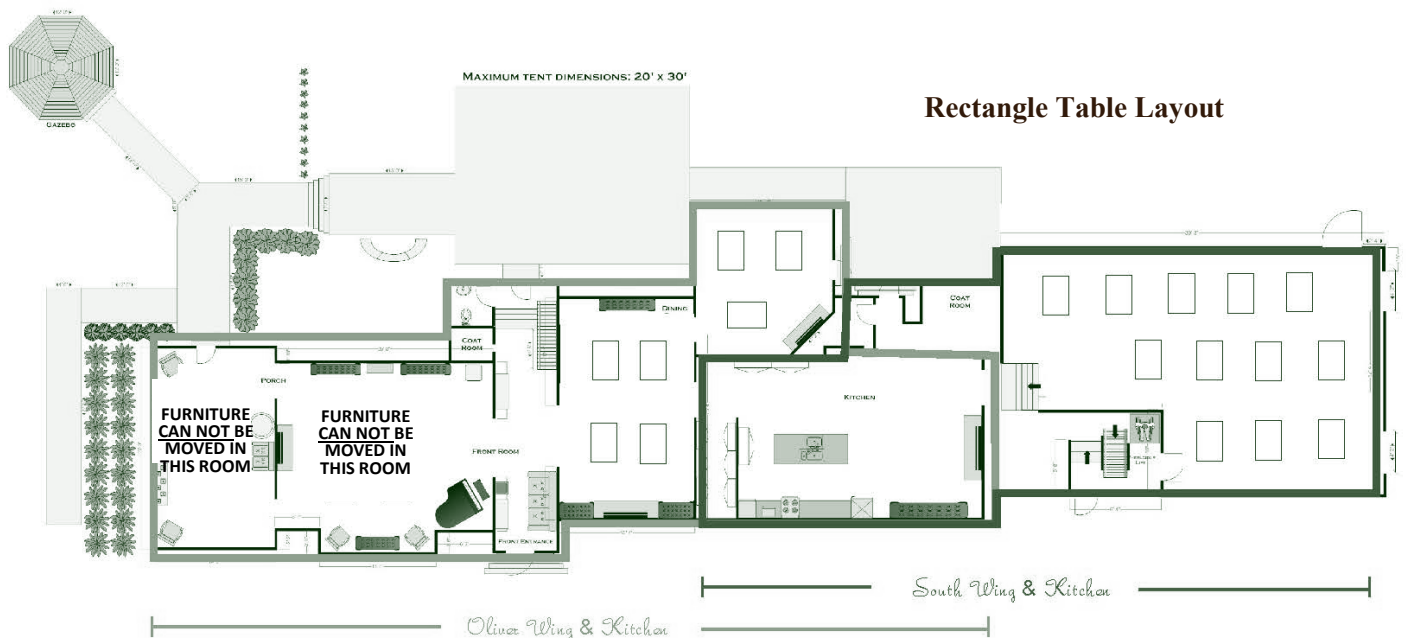
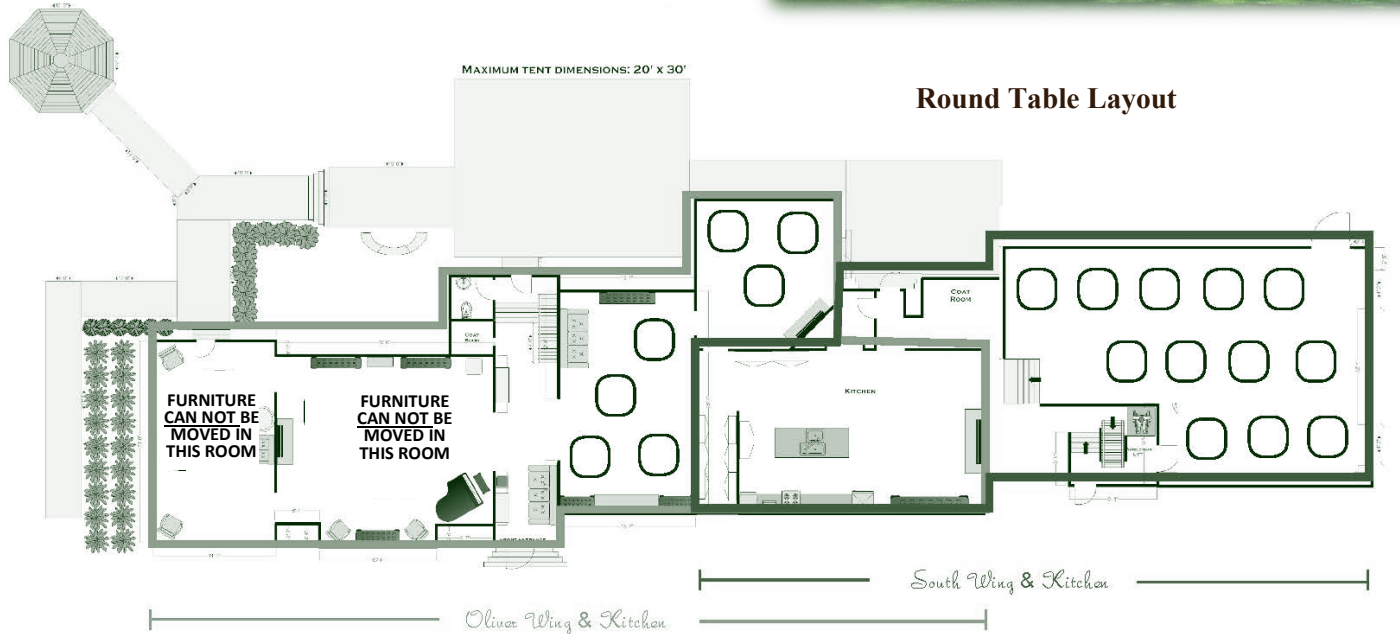
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INDOOR SET-UP OPTION

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' x 72" 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.