

Hutchins Street Square Community & Conference Center



Located on 10 beautiful acres in downtown Lodi
 Rooms for every occasion: Weddings * Conferences
 Business & Social Meetings * Theatrical Events
 On-site catering available

125 So. Hutchins Street, Lodi * 209.333.6782 * www.HutchinsStreetSquare.com

RENTAL FEE SCHEDULE

REVISED 12-11-2008

Facility	Facility Use Max Occupancy	Rental		Set-Up Fee	Deposit
		Sun-Wed	Thurs-Sat		
THEATRE*	Permanent Seating 789	\$900	\$1,500	-	\$700
KIRST HALL Half Day (7:00 am to 2:00 pm) or (4:00 pm to 1:00 am)	Lecture 700 Banquet 400	\$1,000	\$1,400	\$200	\$600
KIRST HALL (8:00 am to 1:00 am)	Lecture 700 Banquet 400	\$2,000	\$2,800	\$200	\$600
CRETE HALL	Lecture 500 Banquet 200	\$600	\$850	\$175	\$400
CRETE HALL KITCHEN	Rental Not required when lecture/meeting has no food/beverage	\$250	\$400	-	\$200
THOMAS THEATRE	Lecture 100 Banquet 100	\$350	\$600	\$75	\$300
COTTAGE ROOM	Lecture 150 Banquet 70	\$250	\$400	\$45	\$200
PISANO ROOM	Lecture 150 Banquet 70	\$250	\$400	\$45	\$200
COTTAGE~PISANO ROOMS COMBINED	Lecture 300 Banquet 140	\$475	\$700	\$75	\$400
GREEN ROOM	Meeting - 12	\$20 hour	\$30 hour	-	\$150
WISHEK AMPHITHEATRE	Outdoor Theatre - 250	\$350	\$600	-	\$300
ARTS CLASSROOM	Meeting - 12	\$10 hour	\$15 hour	-	\$150
ROTUNDA	Reception	\$225	\$300	\$35	\$300

Rental fees do not include charges for additional items, security guards or other labor. Set-ups requiring unusually difficult formats will be reviewed and additional maintenance fees may be applied. Rental of facilities is subject to availability. The Square reserves the right to deem an event inappropriate for either space or content based on technical requirements and projected audience size. Holiday rental requests are reviewed on an individual basis and added costs will apply. Other charges will be quoted to renter at the time the contract is signed. Certificate of Insurance & Endorsement required for every event. HSS Security Guards required for evening and week-end events and for some week-day events.

Non-Profit rates apply to groups incorporated as a charitable organizations with non-profit tax exemption 501(c)(3) status (or similar designation) from the IRS.

Theatre rentals require the assignment of a Theatre Technician(s). Additional fees may be assessed according to the event needs as determined by HSS Staff.

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NON – PROFIT RENTAL FEE SCHEDULE

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		Sun-Wed	Thurs-Sat		
THEATRE*	Permanent Seating 789	\$600	\$800	-	\$700
KIRST HALL Half Day (7:00 am to 2:00 pm) or (4:00 pm to 1:00 am)	Lecture 700 Banquet 400	\$500	\$600	\$200	\$600
KIRST HALL (8:00 am to 1:00 am)	Lecture 700 Banquet 400	\$1,000	\$1,200	\$200	\$600
CRETE HALL	Lecture 500 Banquet 200	\$350	\$400	\$175	\$400
CRETE HALL KITCHEN	Rental Not required when lecture/meeting has no food/beverage	\$150	\$200	-	\$200
THOMAS THEATRE	Lecture 100 Banquet 100	\$200	\$300	\$75	\$300
COTTAGE ROOM	Lecture 150 Banquet 70	\$150	\$200	\$45	\$200
PISANO ROOM	Lecture 150 Banquet 70	\$150	\$200	\$45	\$200
COTTAGE~PISANO ROOMS COMBINED	Lecture 300 Banquet 140	\$250	\$400	\$75	\$400
GREEN ROOM	Meeting - 12	\$10 hour	\$15 hour	-	\$150
WISHEK AMPHITHEATRE	Outdoor Theatre - 250	\$200	\$300	-	\$300
ARTS CLASSROOM	Meeting - 12	\$10 hour	\$15 hour	-	\$150
ROTUNDA	Reception	\$100	\$150	\$35	\$150

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