

## **Frequently Asked Questions on K of C Hall Rental**

- What is the cost of the Hall? - \$600 for members, \$700 non-members. Club Room \$50
- Can I access the Hall before my event? – Generally the evening before for an extra charge of \$100 but varies by all events – contact Hall Manager
- Is there a charge for clean up? What do WE need to clean up? – Generally \$100. See Hall Rental Agreement for details.
- Can we leave some of our leftover food or decorations overnight after the event? – Yes, but needs to be moved to the vestibule if possible and removed from the cooler/refrigerator the next day.
- Can I use ANY caterer? – Yes, you can use any caterer!
- Can I use any decorator? – Yes, you can use any decorator – they should review rental agreements.
- Can I use my own bartenders? – The K of C furnishes bartenders for all events.
- If we want some special drinks, can we bring them in? – Always work through the Hall/Bar Manager who will purchase what you require. We may sell any excess back if we have no need for it at cost.
- How do I order Bar drinks? – Work with the Hall/Bar manager for what you'd like on the list to serve.
- Can we have Open Bar throughout our event? – Yes, but we recommend going to a Cash Bar for most guests (can have tab for specific people) after 8:00. Less cost for you, safer for all.
- How many does the Hall seat? – This depends on your planned table layout, but between 300 (comfortable) and 450 is OK.
- What happens if I need to cancel or change the date of our event? - This is covered in the Hall Rental agreement, but we'll work with you as best we can subject to other events.
- What about options/issues with music? – You are free to provide a “DJ” or other performer at the Hall consistent with the Rental Agreement. The overhead speakers are available as is our sound system (microphone, play CD's etc as desired). We do recommend a low music level at dinner!