

Assumption Parish Community Center

4910 Highway 308

Napoleonville, LA 70390

(985) 369-2195

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Gymnasium Rental for Social Events

- **Rental Rate, \$2,500**

- *(5) hour event allowance; (2) hour post-event allowance for clean-up*
- *\$1,250 (50% of rental rate) deposit due at booking, balance due 30 days prior to event*
- *Usage contract includes: concession stand, kitchen, restrooms, backstage dressing rooms, tables & chairs:*
 - *(25) 60" round tables – seat 8; (5) 72" round tables – seat 10; (20) 6' rectangular tables; (500) chairs*
- *10-hour admittance prior to event start*
- *Renter must provide own sound/lighting*
- *Booking deposit is non-refundable*
- *Capacity, 600 people*

- **Catering**

- *Renter must provide own caterer*
- *Caterer must acknowledge cleaning requirements specific to kitchen use*

- **Cleanup/Damage Deposit, \$1,000**

- *Due 30 days prior to event*
- *Janitorial staff is provided; however, Renter assumes some cleaning responsibilities*
- *Renter is responsible for removing all personal belongings from facility*
- *Caterer must return kitchen to the condition in which it was found*
- *Upon post event walkthrough by facility manager, all clean-up refund rules have been complied with as well as no damage to the facility, entire clean-up deposit is refunded*

- **Event Liability Insurance (\$1,000,000/coverage, police required)**

- *Many options; contact your insurance agent or seek out event insurance providers*
- *Assumption Parish Police Jury must be named as additional insured*

- **Security Required**

- *Minimum of (2) APSO deputies required for (5) hour event (cost approx: \$40/hour)*
- *Contact: Bayou L'Ourse Sub Station to contract (30) days prior to event, (985)631-6611*

- **Optional Amenities (rentals)**

- *Stage Rental, 4 stage pieces 6'x8' (14" rise), \$15 per piece (separate from the built in stage)*
- *Pub Tables, \$10 per table*

- ***The Assumption Parish Community Center is a NON-SMOKING facility. Non-compliance will result in an immediate forfeiture of the Clean-Up Deposit.***

*For additional information or to schedule an event,
please contact Maria Joseph at (985) 369-2195 or maria@assumptionla.com.*