



THE RADIUS CENTER BANQUET FACILITIES RENTAL SCHEDULE

Evening	Capacity	Rate
6:00 PM – 12:00 AM	50 - 250	\$2,500 Saturdays \$2,000 Sunday - Friday
Security Officers \$30/hour per guard		
Four hours load in Two hours load out		

Daytime	Capacity	Rate
Breakfast 7:00 AM – 9:00 AM	50 - 250	\$1,350
Luncheon 11:30 AM – 1:30 PM		\$1,350
Full Day 8:00 AM – 5:00 PM		\$2,000
Three hours load in Two hours load out		

- * **ALL PRICES INCLUDE A \$500 REFUNDABLE SECURITY DEPOSIT.**
- * DISCOUNTS AVAILABLE ONLY TO NON-PROFIT 501(C)3 ORGANIZATIONS WITH A CHARITABLE PURPOSE.
- * SECURITY GUARDS REQUIRED FOR ALL EVENING EVENTS AND THOSE SERVING ALCOHOL; ONE FOR EVERY 100 GUESTS.
- * RENTAL FEE INCLUDES USE OF UNCOVERED MAIN STREET TABLES AND CHAIRS.
- * THE NON-REFUNDABLE DEPOSIT (HALF OF THE USE FEE) AND SIGNED CONTRACT CONFIRMS A DATE. SEVEN DAY COURTESY HOLDS AVAILABLE UPON REQUEST.
- * CATERER MUST PROVIDE ALCOHOL. CLIENT WILL NOT BE ALLOWED TO BRING IN THEIR OWN.
- * CLIENTS MAY SELECT FROM ANY OF THE OUTSTANDING CATERERS ON THE MAIN STREET APPROVED LIST.

WE LOOK FORWARD TO WORKING WITH YOU!



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RADIUS - FACILITY INFORMATION

GALLERY:

- Seats approximately 250 people
- Standing/Cocktail room for approximately 350 people
- Maximum 4 hour reception
- \$500 Security Deposit, payable upon signing (balance due 30 days prior to event)
- Two-hour load-in for set up of catering, decorations, equipment, musicians, seating, etc.
- One hour load-out after for facility cleanup, vendors, and guests to vacate premises.
- Additional hours may be prearranged or charged at \$200/per hour
- Includes building representative to be present for the event time, set-up time and vacate time.

CONFERENCE ROOM for Private Events a Parties:

- Seats approximately 16 people
- Meeting & Luncheon reservations available
- Additional hours may be prearranged at \$50/per hour
- For meetings during Cafe hours (7 AM - 2 PM) reference next page

CAFE:

- Seats up to 75 people
- Standing/Cocktail area for up to 150 people
- Maximum 4 hour reception
- Additional hours may be prearranged at \$200/per hour
- \$500 Security Deposit, payable upon signing
- Food purchases must be made by approved caterers
- Two-hour load-in for set up of caterer, florist, musicians, etc.
- Additional time for set up may be prearranged at \$200 per additional hour

MEETINGS AT RADIUS

If your business, club, or organization is interested in hosting a meeting, presentation or performance at Radius, please call our offices to schedule. 210.896.1985.

- Meetings may be scheduled for 5 - 250 participants and upon arrangement, may take place in our Conference Room, Cafe Area or Gallery Space.
- During Cafe hours, 7 AM - 2 PM. Meetings in the Conference room are free of charge for up to 2 hours with food purchase from Cafe.
- Rate for Meetings without food purchase from Cafe OR beyond 2 hours: \$50.00/per hour



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Additional Amenities Available for Rental:

- TV / VCR / DVD - \$50.00
- Microphone / Podium - \$35.00
- LCD / Notebook Projector - \$35.00
- Wall Projection Screen - \$100.00
- 15x18 hardwood dance floor available at per \$1.00 sq. ft.

