

Vailtree Event Center Price List

Weekday Corporate Events:

Included in our pricing are tables and chairs (set to your personalized floor plan), 2 hours of set up time prior to event start time, 1 hour of break down time following the event, either Our Ballroom (use of entire facility, up to 350 guests) or our Garden Room (up to 64 guests), microphone and speaker, podium, access to our service kitchen, Guest Lounge, cleaning fee, and REFUNDABLE damage deposit of \$150-\$300, depending upon guest count. ***Optional services available at an additional charge: Coffee service, a.m. continental snacks, afternoon beverage/snack, lunch or dinner meal arrangements, projector, 8 ft. screen, retractable stanchions.

Starting at \$500

Weekday, Non- Corporate Events:

Included in our pricing are tables and chairs (set to your personalized floor plan), 4 hours of set up time prior to event day, 1.5 hours of break down time following the event, either Our Ballroom (use of entire facility, up to 350 guests) or our Garden Room (up to 64 guests), microphone and speaker, podium, access to our service kitchen, Guest Lounge, cleaning fee, and REFUNDABLE damage deposit of \$150-\$300, depending upon guest count.

Starting at \$1000

Weddings:

Included in our pricing are 5 foot round tables with 8 chairs each (set to a personalized floor plan), 8 hours of decorating time prior to event day, The Ballroom with stage and dance floor, the adjacent Garden room, our Bridal Suite with private restrooms, our Groom's Room, our service kitchen, security, cleaning fee, and a REFUNDABLE damage deposit of \$300-\$500, depending upon the guest count.

Weekdays (Monday-Thursday)—starting at \$1800

Weekends (Friday-Saturday)—starting at \$2500

Weekend, Non- Wedding Events:

Included in our pricing are 5 foot round tables with 8 chairs each (set to a personalized floor plan), 8 hours of decorating time prior to event day, The Ballroom with stage and dance floor, the adjacent Garden room, our Guest Lounge with private restrooms, our service kitchen, security, cleaning fee, and a REFUNDABLE damage deposit of \$300-\$500, depending upon the guest count.

Starting at \$2500

***Please Note:** Vailtree Event Center is committed to helping you personalize your event! Approaching **EVERY** event individually, we work within budgets to the best of our ability! We do offer **DISCOUNTS** for Non-profit groups, Military personnel, and all First Responder Community Employees! We do have Event Planning Services available, for an additional fee, which simply allows you to turn your event over to the professionals and enjoy the gathering!*

***Tour Appointment Times:** We are happy to share Vailtree with you! Understanding that life doesn't always happen from 9-5, we make every effort to schedule a time at your convenience! Our standard times are, but not necessarily limited to, the following:*

Monday thru Thursday 9 a.m. - 7:30 p.m.

Friday and Saturday 9 a.m. - 1 p.m., depending upon event schedule

Schedule your personal tour TODAY!