

# Thank you for your interest in renting one of our buildings for your event venue

## About the Guthrie County Event Center...

The Event Center is our newest building located on the west side of the fairgrounds. It can easily accommodate 400 guests. Some of the amenities included in the rental are the following:

- Tables- 40 round (60") & 10 rectangular (96" x 30")
- 400 Folding Chairs (all matching)
- Silverware (all matching)
- 360 Steak Knives
- 180 Cafeteria Style Trays
- Plates and salad/dessert plates
- 3 Portable coat racks with hangers for 350
- Large Parking Lot
- Pitchers and coffee carafes
- 2 large coffee pots
- 2 large drink coolers
- Magnetic hooks for ceiling for decorations
- Hooks for décor for wall
- Towels, dishcloths, and cleaning supplies
- Kitchenware, serving ware
- 2 roasters
- 2 large refrigerators
- 1 freezer
- 1 stove/oven, microwave
- Large restroom facilities
- LCD projector
- 2 different sized projector screens
- Sound system with wireless mics, iPod adaptable
- Portable wooden speaker's podium

Cost to rent: \$400/ day required to hold your date

A \$400/day deposit due at date of rental, when keys are exchanged for building.

If the building is not rented the day before your rental date, you may pick up the keys at 5 pm.

Early set-up or extra days will incur an additional charge of \$400 per day.

For more information or to visit the buildings, please call Donna Benton, Building Rental Contact at

Cell – 641-757-0220