

Flour Bluff Conference Center

10241 SPID Suite 140
Corpus Christi, Texas 78418
(361) 939-9968

Rental Scale **Effective June 1, 2010**

Friday and Saturday Rates

Ballroom Name	Banquet/ Meeting Capacity	Cocktail Capacity	Reception Capacity (with dance floor)	By the Hour Usage	By the Day Usage (Incl. decoration time)
Waldron Ballroom	120	150	80+	\$125	8hrs = \$900
Flour Bluff Ballroom	140	200+	120+	\$175	8hrs = \$1,100
Corpus Christi Ballroom	200+	200+	200+	\$200	8hrs = \$1,500
Chandler Meeting Room	40 (theater style)	50	30 (with tables)	\$75	8hrs = \$500
Prep Kitchen	n/a	n/a	n/a	\$50	8hrs = \$250
Entire Building	200+	200+	200+	\$300	8hrs = \$2,000

(Specific capacity depends on size of dance area. Call for more information.)

Non-Profit Groups Take 15% Off All Rental Rates.

Sunday – Thursday Rates

Ballroom Name	Banquet/ Meeting Capacity	Cocktail Capacity	Reception Capacity (with dance floor)	By the Hour Usage	By the Day Usage (Incl. decoration time)
Waldron Ballroom	120	150	80+	\$75	8hrs = \$500
Flour Bluff Ballroom	140	200+	120+	\$100	8hrs = \$700
Corpus Christi Ballroom	200+	200+	200+	\$175	8hrs = \$1,200
Chandler Meeting Room	40 (theater style)	50	30 (with tables)	\$35	8hrs = \$250
Prep Kitchen	n/a	n/a	n/a	\$50	8hrs = \$250
Entire Building	200+	200+	200+	\$225	8hrs = \$1,700

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Rental Policies Summary

Here is some important information about your rental at the Flour Bluff Conference Center. For complete rental information please refer to your rental policies packet. This information is not complete and is only intended to give you the highlights related to your rental at the Flour Bluff Conference Center.

1. Other events may be held on the date of your event in other parts of the facility. If you do not want to share your event date with another event, you must rent the entire facility.
2. The Deposit to hold the facility is 50% of your room rental rate. This is a non-refundable payment to hold your date and is applied to your balance which is due no less than 30 days prior to your event. A 10% late fee will be applied to any outstanding balance if your payment is late. Please refer to the Rental Policies Packet for a full policy disclosure.
3. A \$300 damage deposit for any ballroom rental **OR** a \$100 damage deposit for the conference room rental is due 2 weeks before your event at which time your floor plan will be completed. You may pay this deposit by cash, check or completion of a credit card charge authorization form. This damage deposit will be returned to you no later than 30 days from completion your event with no damage to the facility or violation of rental policies reported on your checkout form. This form will be completed at the end of the event and will be signed by two people to confirm that no damage was done to the property or rules were violated.
4. NO outside alcohol may be brought into the facility. All alcohol must be provided by a TABC licensed and approved caterer. We recommend the Corpus Christi Liquor Catering Company (www.ccliquor.com).
5. Your rental includes use of all tables and chairs, sound system and lighting system. Table linens and skirting are available for rent for an additional fee for weekday events and are included for weekend events. A house centerpiece will be included free of charge with rental of linens unless otherwise restricted by management.
6. Your setup, event and cleanup time must be completed within your total rental period. Lights will be turned on and your event must end 30 minutes prior to the end of your rental period so that your guests may be off property by the end of your rental time.
7. One security officer is required for each 100 guests at events where alcohol is served unless otherwise stated by the management. Management may require additional security depending on the type of event being hosted. You are responsible for paying for the cost of security unless otherwise stated in writing by the management.
8. You are responsible for any and all damage to the facility caused by yourself, your guests and your agents. Damage costs will be removed from your damage deposit. Any other costs will be billed to you.
9. If you arrange a payment plan and fail to adhere to that payment plan your event may be administratively cancelled and/or fees may be imposed on your late payment. Any payments you have made will be forfeited in such a case.

Thank You – Management