



3540 Clemmons Road
 Clemmons, NC 27012
 336.793.1191 ext. 1

Corporate Event Locations

	<u>Sq. Footage</u>	<u>Full Day</u>	<u>*Half Day</u>	<u>Capacity</u>
Event Center	2808 sq. ft.	8 hours	4 hours	200
Conference Room 1	168 sq. ft.	8 hours	4 hours	6
Conference Room 2	168 sq. ft.	8 hours	4 hours	6
Patio & Courtyard	-----	8 hours	4 hours	80

Call 336.793.1191 ext. 1 for pricing

**Half Day (4 hours) Rental is only available Monday-Thursday.*

Additional Terms

- Business usage only. Rates available Monday-Thursday only.
- There is an additional \$100 overall charge for events held after 5:00 pm.
- The non-refundable security deposit (\$200.00) is in addition to the rental fee and must be paid at the time of the contract signing.
- One half of the total rental fee must be paid at time of contract signing. Two weeks prior to the event, the remainder of the balance must be paid.
- The rental rate will be discounted by 50% for the use of Broyhill Office Suites tenants (business use only) and 20% for non-profit groups.
- A service charge of 20% will be applied to all final billing.
- Previous day set up is available at no charge (based on availability) Monday - Friday from 10:00 am until 4:00 pm. **In the event that previous-day set up is required during a non-business day or during non-business hours, a half-day (\$375) rental will be charged.**