

MEETING ROOM

An ideal setting for larger gatherings, choose our Meeting Room. Spanning an impressive 2,352 sq. ft. and capable of accommodating up to 122 attendees, it's equipped with 18 tables and 122 chairs.



MULTI-PURPOSE ROOM



Spanning 841 sq. ft. & accommodating up to 45 individuals, this well-equipped area includes 11 tables and 45 chairs, catering to a variety of events and gatherings with ease.

ARTS & CRAFTS ROOM

For a meeting or a child's birthday party, this 768 sq. ft. room can comfortably accommodate up to 20 people. With lots of windows, adult and child-size furniture, and a sink for projects or cleanup, this is a versatile space for your event.



RENTAL RATES

Meeting Room

Individual/Business \$140 per hour
Non-Profit \$70 per hour

Multi-Purpose Room

Individual/Business \$40 per hour
Non-Profit \$20 per hour

Arts & Crafts Room

Individual/Business \$20 per hour
Non-Profit \$10 per hour

Kitchen

Individual/Business \$50 per hour
Non-Profit \$25 per hour

Basketball Court

Individual/Business \$100 per hour
Non-Profit \$100 per hour

Racquetball Court

Individual/Business \$15 per hour
Non-Profit \$15 per hour

Non-Profit Rates:

To qualify for non-profit rates, Federal IRS 501(c) 3 documentation is required for your organization.

Security Deposit:

A \$50 security deposit is required for each rental and is refundable after your event. It is the renter's responsibility to ensure the room is left in good condition at check out time.

KITCHEN



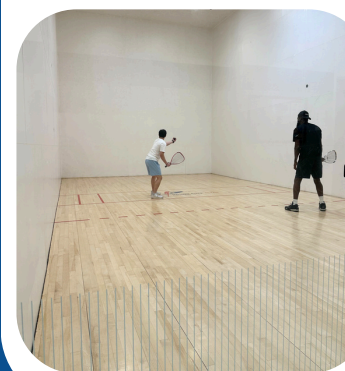
Supplement your event with an additional rental time in our kitchen, where up to 15 people can gather to prepare culinary delights for your special event.

BASKETBALL COURT

Spanning an impressive 4,200 sq. ft., this expansive court is capable of accommodating up to 1000 individuals.



RACQUETBALL COURTS



Our four racquetball courts are available for rent to hold your tournament. In addition you can rent one court to use by the hour for your exclusive use.

FAQS

How far in advance can I make a reservation?

We have 2 windows of time to make your reservation.

Reservations for September 1st - May 31st can be made starting August 1st.

Reservations for June 1st - August 31st can be made starting March 1st.

Will the Security Deposit hold my reservation?

No, all fees must be paid in full, which includes the hourly rental fees and the security deposit.

How does the Security Deposit work?

It's refundable and will be returned within 1 week of the reservation, pending that the terms of the agreement have been fully met.

What forms of payment do you accept?

Cash, Visa, Mastercard, Discover, AMX or checks. However, please note that checks will not be accepted for reservations booked less than 14 days from the event date.

What is your Cancellation Policy?

Cancellations made 30 days or more in advance will receive the full renter fee, minus a \$25 admin fee, if the renter wishes to have the refund in the original form of payment. Alternatively, the full amount can be placed as credit on the account. Cancellations made 29 to 15 days in advance will receive a 50% refund of the room fees and will lose the deposit.

Cancellations made 14 days or less will forfeit all rental and deposit fees.

Can I enter the room before my start time?

You will only have access to the reserved area for the time you've paid for it. Your rental time needs to include setup, and cleanup.

FAQS

Where can I put decorations for my party?

Please refrain from putting any decorations on the walls or hanging anything from the ceiling. Decorations can be freestanding and placed on the tables and chairs.

Can we bring food?

Yes! However, keep in mind your rental time when hiring a caterer or using a delivery service. No one can use the room before the event, and the renter who signed the Rental Agreement must check in first.

Can we have wine and beer?

Alcohol is not allowed at Clay Madsen. If you wish to have alcohol at your event, please consider the BACA center as a suitable venue.

Can I put up a sign for my party in the lobby?

Guests can check in with the front desk to learn where your reservation is located. Private signs are not allowed indoors or outside the building.

Can my family play in the gym during my rental?

Guests are welcome to utilize Clay Madsen's amenities if they have a membership or purchase a visitor's pass.

Can I rent a court for practice or scrimmage?

Any type of organized coaching or training is prohibited at Clay Madsen.

Can I rent a room for my estate sale?

Clay Madsen cannot be reserved for promotion, solicitation, onsite sales, or for-profit events.

Can I rent a room outside Clay Madsen hours?

Yes! A request must be made a minimum of 30 days in advance for consideration.

Please inquire about the hourly rates, the security deposit, date availability, and additional information.



CLAY MADSEN

RENTAL INFORMATION



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