

FACILITY MAP



CLOVIS
VETERANS
MEMORIAL DISTRICT



FOR MORE INFORMATION, VISIT US AT CVMDISTRICT.CA.GOV OR CALL 559-299-0471



CLOVIS VETERANS MEMORIAL DISTRICT

FACILITY PRICING

MONDAY - FRIDAY									
<u>ROOM</u>	<u>Sq. Ft</u>	<u>Banquet Capacity</u>	<u>60" Round Tables</u>	<u>Classroom Seating</u>	<u>8' Long Tables</u>	<u>Theater Seating</u>	<u>U Shape Seating</u>	<u>Standard Rate</u>	<u>Facility Deposit</u>
*Liberty Ballroom	10368	650	82	436	-	999	-	\$3,200	\$1,000
*Ballroom	6432	425	53	288	-	650	-	\$2,150	\$1,000
Auditorium	-		5	350	-	350	-	\$1,500	\$500
*Liberty	3895	224	28	128	-	300	-	\$1,300	\$750
*Independence A/B	4565	224	28	160	-	300	-	\$1,300	\$750
Independence A	2178	104	13	76	19	144	40	\$800	\$500
*Independence B	2387	120	15	80	20	162	48	\$800	\$500
*Veterans A/B	2535	120	15	108	27	224	52	\$800	\$500
*Freedom	2145	96	12	72	20	150	44	\$550	\$500
*Veterans A	1268	64	8	56	14	90	32	\$500	\$300
Veterans B	1268	64	8	52	13	90	32	\$500	\$300
Patriots A/B	1443	64	8	64	16	80	36	\$425	\$300
Patriots A	722	32	4	32	8	40	20	\$300	\$200
Patriots B	722	32	4	32	8	40	20	\$300	\$200
Room 1	646	32	4	32	8	40	20	\$300	\$200
Room 2	418	16	2	16	4	20	12	\$200	\$100

SATURDAY & SUNDAY									
<u>ROOM</u>	<u>Sq. Ft</u>	<u>Banquet Capacity</u>	<u>60" Round Tables</u>	<u>Classroom</u>	<u>8' Long Tables</u>	<u>Theater Seating</u>	<u>U Shape Seating</u>	<u>Standard Rates</u>	<u>Facility Deposit</u>
*Liberty Ballroom	10368	650	82	436	-	999	-	\$4,250	\$1,000
*Ballroom	6432	425	53	288	-	650	-	\$2,900	\$1,000
Auditorium			5	350	-	350	-	\$1,500	\$500
*Liberty	3895	224	28	128	-	300	-	\$1,700	\$750
*Independence A/B	4565	224	28	160	-	300	-	\$1,700	\$750
Independence A	2178	104	13	76	19	144	40	\$1,000	\$500
*Independence B	2387	120	15	80	20	162	48	\$1,000	\$500
*Veterans A/B	2535	120	15	108	27	224	52	\$1,000	\$500
*Freedom	2145	96	12	72	20	150	44	\$750	\$500
*Veterans A	1268	64	8	56	14	90	32	\$650	\$300
Veterans B	1268	64	8	52	13	90	32	\$650	\$300
Patriots A/B	1443	64	8	64	16	80	36	\$550	\$300
Patriots A	722	32	4	32	8	40	20	\$350	\$200
Patriots B	722	32	4	32	8	40	20	\$350	\$200
Room 1	646	32	4	32	8	40	20	\$350	\$200
Room 2	418	16	2	16	4	20	12	\$250	\$100

*KITCHEN RENTAL:

Veterans/Freedom: \$150

Ballroom/Independence: \$200 DEPOSIT FOR KITCHEN ONLY: \$150 for any kitchen

20% Down Payment Due within 72hours of booking

Updated 7.2023



ADDITIONAL RENTAL ITEMS

Stage(s)

(4' X 8' Section) \$50 _____

Uplighting \$25 _____

Portable Bar \$150 _____

Pipe & Drape

12' X 10' \$75 _____

16' X 10' \$85 _____

Easels \$5 _____

White Fencing

75' X 120' X 4' \$375 _____

Partition \$25 _____

White Board \$10 _____

Extra Tables

Rectangle 8'x30" \$10 _____

Rectangle 8' x18" \$10 _____

Rectangle 4' x18" \$10 _____

Outside Table 6' \$10 _____

Cocktail Tables

24" \$10 _____

30" \$10 _____

Dance Floor

Room 1 or Room 2 *not permitted*

Patriots, Veterans A or B 12' x 12' \$180 _____

Freedom, Indep A or B, Vet A/B 16' x 16' \$320 _____

Independence A/B, Liberty 20' x 20' \$500 _____

Ballroom, Liberty Ballroom 24' x 24' \$720 _____

Security \$200 _____

with alcohol: 1 guard per 75 guests

without alcohol: 1 guard per 150 guests with more than 300 guests



ADDITIONAL RENTAL ITEMS

AUDIO VISUAL

Screens & Projectors:

\$200 each _____

4-Liberty Ballroom (12,000 laser projector)

2- Liberty, Ballroom, Independence A/B, Veterans A/B (8,000 laser projector)

1-Independence A or B, Veterans A or B, Freedom (8,000 laser projector)

Portable Projector & Drop-Down Screen (2,500 lumens)

\$100 each _____

Available for Patriots A/B, Room 1, or Room 2

Audio Packages

Patriots A or B, Room 1, or Room 2

\$100 _____

Independence A or B, Veterans A/B

\$200 _____

Ballroom

\$300 _____

Liberty Ballroom

\$350 _____

Deposit (per room)

\$200 _____

Mobile 8 (Set up 7 mics/ 1 wireless)

\$150 _____

Spider Box (30'/50' Cords & Adapters)

\$50 _____

Deposit for Spider Box

\$100 _____

Live Feed (Liberty Ballroom)

\$1,100 _____

Lighting (1 Technician Required)

\$500 _____

AV Technician (per hour)

\$75 _____

Audio Packages Include:
Wired Microphone
Wireless Microphone
Audio System
Pandora (Classical Music)

Liberty or Ballroom Package 1

2 Screens & Projectors

Audio

1-8 hours technician

\$1,000

Liberty or Ballroom Package 2

2 Screens & Projectors

Audio

Lighting

2-8 hours technician

\$2,100

Liberty Ballroom Package 1

4 Screens & Projectors

Audio

Lighting

1-8 hours technician

\$1,400

Liberty Ballroom Package 2

4 Screens & Projectors

Audio

Lighting

2-8 hours technician

\$2,500

Per Policy, Technicians must be approved and trained by the Clovis Veterans Memorial District.
Technicians are required for audio/visual in the Auditorium, Liberty, Ballroom, and Liberty Ballroom.



CLEAN UP REQUIREMENTS

ALL items must be completed prior to sign out with Operations Team.

****Failure to sign-out will constitute the facility deposit to be withheld from the client's refund****

ROOM:

- ☐ **CLEAN UP SPILLS**
- ☐ **PLACE TRASH IN TRASH CANS (IF FULL CALL OPERATIONS)**
- ☐ **REMOVE ALL ITEMS THAT WERE BROUGHT IN.**

KITCHEN- *if applicable:*

WIPE DOWN:

- ☐ **CARTS**
- ☐ **COUNTERS**
- ☐ **SINKS** (Do not pour anything down the drains, such as but not limited to coffee grounds, oil and food.)
- ☐ **STOVES INSIDE & OUTSIDE**
- ☐ **REFRIGERATOR INSIDE & OUTSIDE**
- ☐ **SWEEP/MOP KITCHEN FLOOR** (Broom, mop, bucket & dust pan are provided.)

QUESTIONS/ CONCERNS?

Call Operations Staff @ (559) 299-0471 PRESS 1

CONTACT OPERATIONS FOR CLEANING SUPPLIES



LIABILITY INSURANCE INFORMATION

NEW REQUIREMENTS EFFECTIVE IMMEDIATELY

Clients are required to provide liability insurance naming the Clovis Veterans Memorial District as **additionally insured**. Events in the *interior* of the facility are required to provide coverage in the amount of **1 million dollars** per occurrence and **2 million dollars aggregate**. Events in the *exterior* of the facility, which includes anything on property and outside of the doors, are required to provide coverage in the amount **2 million dollars**, per occurrence, with **4 million dollars aggregate**.

The insurance certificate must be delivered to the District Office no later than **THIRTY (30) days prior** to the event.

Failure to provide the necessary and required liability insurance coverage will result in cancellation of the building use permit.

IF SELLING ALCOHOL:

You must go to the City of Clovis for the following permits:

- Daily On Sale License

Clovis Veterans Memorial District
808 4th Street Clovis, CA 93612
Fax #: 559.299.2151 or
Reservations@cvmdistrict.ca.gov