

# Westlake Recreation Center

## HAVE YOUR NEXT BUSINESS MEETING OR FAMILY GATHERING AT THE WESTLAKE RECREATION CENTER



### Conference Room

Our conference room has a beautiful 12 foot long oak finish table surrounded by 12 executive style chairs.

We have a podium and a wall grease board that opens for an overhead projector for your convenience.

Classroom Room— Our classroom can seat 25-30 people with comfortable ergonomic furniture and wireless internet access.

### Community Room

—Our community room features floor length windows overlooking the 5 acre lake, professionally decorated with chandeliers and color-coordinated wall coverings and carpet. The room is sectioned off from the rest of the center with a separate entrance to the parking lot.

The room has the capacity to hold approximately 200 people in a theater-style setting or 150 for lunch or dinner meetings. A warming kitchen is available. We offer wireless internet, podium with sound system and a 6' x 8' movie screen available for presentations.

*It is the policy of the City of Westlake to allow the rental of the community and/or conference rooms for non-profit making activities or not for profit organizations. **Alcohol is not permitted.***

<u>Weekday Room Rental</u>	<u>Full Community Room/hour</u>	<u>1/2 Community Room/hour</u>	<u>Conference Room/hour</u>	<u>Classroom per hour</u>
Recreation Member	\$65.00	\$45.00	\$15.00	\$25.00
Westlake Resident	\$85.00	\$55.00	\$25.00	\$35.00
Westlake Corporation	\$115.00	\$70.00	\$30.00	\$40.00

  

<u>Weekend Room Rental</u>	<i>(rates begin Friday evenings at 5 pm and extend through Sunday at 6 pm)</i>			
Recreation Member	\$70.00	\$50.00	\$15.00	\$25.00
Westlake Resident	\$90.00	\$60.00	\$25.00	\$35.00
Westlake Corporation	\$120.00	\$75.00	\$30.00	\$40.00

**Minimum 2 hour reservation**

**Kitchen Rental:** \$25 regardless of the duration of the event.

**Security Deposit:** \$300 for Full Community Room  
 \$150 for 1/2 of the Community Room  
 No deposit needed for the Conference Room or Classroom

*(Deposit is refunded provided no damages occur. Renter will be responsible for damages / losses in excess of the deposit)*

**After Hours Rental:** Hourly rate plus \$30 per hour for all rooms.

**After Hours Auxiliary Police:** For events that are after hours, an Auxiliary Police Officer is required. We will arrange for the officer. The renter will pay an hourly fee to the officer that night in cash.

**Penalty Fee:** For those that stay later than the contracted time, the fee will be the hourly rate plus 50% of that hourly rate.

Reservations are accepted at the Westlake Recreation Center via completed rental agreement  
 28955 Hilliard Blvd., Westlake, Ohio 44145  
 Please call (440) 808-5700 for further details