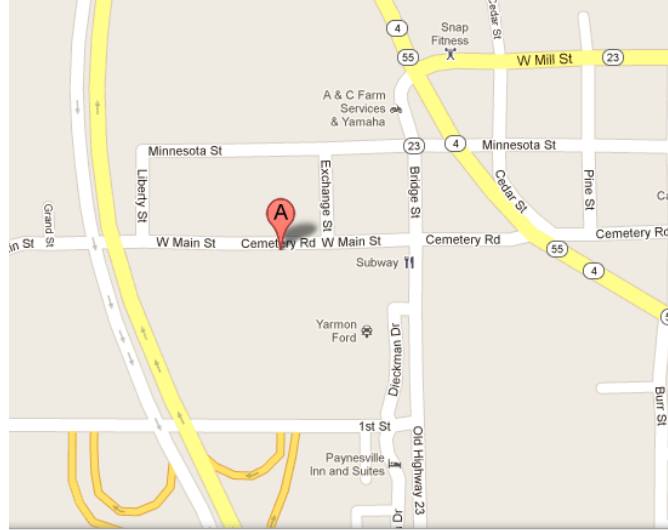


## Features of the Paynesville Area Center

1. Multipurpose facility, 64x120ft.
2. Ample off-street parking.
3. Completely handicap accessible, including a unisex restroom.
4. Seating for 200 in dining area.
5. 28x28 ft conference room, seats up to 40.
6. DVD/VCR with 50" monitor
7. Wall screen and portable screen.
8. Wi-Fi Available
9. Public Address System
10. Pool Tables, Air Hockey and Foosball tables
11. Lounge Areas
12. Small rooms for private conferences
13. Floor perimeter heating and air conditioning
14. National Sanitation Foundation Approved kitchen



## PAYNESVILLE AREA CENTER A PLACE WHERE FRIENDS AND FAMILY CAN GATHER

Paynesville Area Center  
1105 W Main St.  
Paynesville, MN 56362

Phone: 320-243-4799  
Fax: 320-243-5146  
E-mail:  
pareacenter@gmail.com

## PAYNESVILLE AREA CENTER



### The Big Green Roof



## Community Use of Facilities

1105 West Main Street

Paynesville, MN 56362

320-243-4799

## Philosophy

The policy of the Paynesville Area Center is to encourage the use of the facility by citizens living in the Paynesville area. The implementation of this policy requires both individual and community cooperation. Certain rules and regulations are necessary to properly administer the policy and ensure the desired efficiency and care of facilities used.

1. Applications for use are available through the office.
2. Usage of the center relies on availability. Contact the director to check availability. A \$50.00 damage deposit secures your reservation.
3. Non-residents without local connections are required to pay the full amount in advance.
4. The responsible party will receive a copy of directions, tour, and instructions for opening, use of, and closing of the facility. This person will sign and be responsible for the above.
5. All reservations shall be revocable and shall not be considered as a lease. The board of directors or its authorized agent may reject any application or cancel any reservation.
6. Organizations using the facility shall agree to indemnify the corporation for any and all damage by any person or persons attending the affair.
7. Smoking is not allowed in the building.
8. Alcohol: Wine may be served with a meal. Other alcohol is prohibited.
9. All local and state ordinances and laws of the police and fire departments must be observed.
10. Regular center programs and organizations shall have first priority in the use of any center facilities.
11. Rental fees are charged by the hour, what room is being used, and type of group. One hour set up and one hour clean up are provided without charge. There is a minimum of 2 hours rental fee.
12. Payment and key return are due within one week following the event.

## Rental Fees Effective Jan. 1, 2013

Local public service organizations and nonprofits will not be charged. Donations are accepted to help cover utility expenses.

### Conference Rooms or Dining Hall

Private Parties: \$25.00 per hour

Commercial Groups: \$30.00 per hour

### Dining Hall and Partial Kitchen

(partial includes main oven, pantry and kitchen space)

Private Parties: \$35.00 per hour

Commercial Groups: \$40.00 per hour

### Dining Hall and Full Kitchen

(full kitchen includes both ovens, dishes, and dish washer. Additional training is required with this usage.)

Private Parties: \$50.00 per hour

Commercial Groups: \$60.00 per hour

### **Minimum two hour rental**

Maximum of \$150.00 per day.

\$200.00 for 2 day **rental**