

Item	Fee	Notes
All Day Rental		
<i>Rental of Entire Building (excludes Business Office and back-of-house areas) - Allows Lessee control of lobbies and entrances</i>		
Rental	\$3,500	+\$70 Maintenance Fee
<i>Rental of Single Floor – Meeting/Event Rooms only, does not include lobbies or entrances</i>		
Upper Level	\$2,000	+\$50 Maintenance Fee
Lower Level	\$1,500	+\$50 Maintenance Fee
Upper Level Rooms:		
Chisholm Hall #210	\$1,350	+\$20 Maintenance Fee
McLennan Hall #207 - 209	\$550	+\$10 Maintenance Fee
1/3 McLennan	\$250	+\$10 Maintenance Fee
2/3 McLennan	\$450	+\$10 Maintenance Fee
Brazos Ballroom w/ Balcony #214 - 215	\$650	+\$10 Maintenance Fee
1/2 Brazos	\$450	+\$10 Maintenance Fee
Bosque Theater #203	\$375	+\$10 Maintenance Fee
DeCordova Room #202	\$100	+\$10 Maintenance Fee
NEW Cameron Room #201	\$50	
Event Office/Registration Rm #213 A & B	\$50	
Upper Main Foyer #212*	\$300	
Chisholm North Prefunction #211*	\$150	
McLennan Prefunction #205 & 206*	\$150	
Bosque Foyer #204*	\$75	
Lower Level Rooms:		
Texas North Room #113 - 115	\$300	+\$10 Maintenance Fee
1/3 TX Room North	\$100	+\$10 Maintenance Fee
Texas South Room #116 - 118	\$300	+\$10 Maintenance Fee
1/3 TX Room South	\$100	+\$10 Maintenance Fee
Ranger Room #106 - 110	\$275	+\$10 Maintenance Fee
Waco Room #101	\$100	+\$10 Maintenance Fee
NEW Lone Star #103	\$300	+\$10 Maintenance Fee
NEW Lone Star #104	\$250	+\$10 Maintenance Fee
NEW Lone Star #105	\$125	+\$10 Maintenance Fee
Lower Main Foyer #111*	\$300	
Texas Foyer #112*	\$100	
NEW Lower Prefunction #102*	\$50	
*Prefunction & Foyer Space - Foyers and Prefunction space adjacent to main event/meeting rooms is typically open public space. When an event planner requires foyer and prefunction space to be used as event space, i.e. trade shows, large social events, etc., and limits access to this space, just as other event rooms, then these foyer and prefunction areas will be rented like an event room.		
Miscellaneous Fees:		
Move In/Decorator/Set Up Day	1/2 of daily room rental for respective room	
Move Out Day	1/2 of daily room rental for respective room	
After Midnight charge (1:00 a.m. maximum)	\$200	per hour
Early Open - No Show	\$200	
Early opening before 7:30 a.m.	\$100	per hour
EQUIPMENT SERVICES		
<i>Tables - Standard = all tables will be covered with white cloth</i>		
5 ft (60") Round Tables	\$8	One-time fee
8 ft Rectangle Tables	\$8	One-time fee
Skirted Table	\$20	One-time fee
Chairs	\$0.75	One-time fee
Stages (per section)	\$35	One-time fee
Pipe & Drape - limited supply - one color only, charged per linear foot:		
3 foot pipe & drape	\$5	One-time fee
8 foot pipe & drape	\$5	One-time fee
14 foot pipe & drape	\$8	One-time fee
Reset Fees (After room is set originally, cost per piece)	Standard Rental Cost x 2	
Table Linen Change	\$6	
AUDIO VISUAL SERVICES (Audio/visual charges are per-day fees.)		
<i>A/V and meeting equipment inventory & prices listed at www.wacocvb.com/wcc-av.asp or call 254-750-5810</i>		

High-speed Internet access \$75 per day

ELECTRICAL SERVICES

All electrical charges are based on a per-day charge. Tradeshow vendors should use custom form for the event, at www.wacocvb.com/wcc-electrical.asp. Customers needing electrical service greater than 20 amp will need to contact Waco Convention Center for specifications, availability and cost.

120 volt single - 20 amp \$30 per day

Extension cords and power strips \$25 per day

FREIGHT RECEIVING/STORAGE

WCC has limited onsite storage. All freight shipments should be sent to contracted decorator service or other freight receiving and storage contractor. Freight received and stored at the WCC will be charged according to listed prices.

Drayage Fee \$10 per each container

Bulk storage \$75 per pallet, per day

WATER CONNECTIONS

Water connections only available in limited locations - please contact Waco Convention Center for availability and specifications.

Initial connection \$100

FOOD AND BEVERAGE SERVICES

Waco Convention Center is the exclusive provider of beer, wine and alcohol services.

Catering fee - this fee is charged to the Outside

Caterer; all Outside Caterers must sign an agreement explaining rules and requirements. 15%

Food, Beverages and Bars Inventory & prices listed at www.wacocvb.com/wcc-in-house-catering.asp or call 254-750-5810

LOCAL PACKAGE PRICING:

Includes event room rental (Brazos Ballroom or McLennan Hall) and a smaller room for Bride's use; up to 50 tables and 400 chairs. All additional equipment will be billed at regular WCC Approved Rates and all WCC Catering and Bar Service requirements must be met by client. Security may be required for dances or when alcohol is served, at separate cost.

Bridal/Quinceañera Package \$1,200 up to 400 guests

HOTEL/MOTEL TAX:

Hotel/Motel Room Tax 7%

ADDITIONAL NOTES:

Additional charges may include security (for dances, concerts, or when alcohol is served), head tables, electrical service for bands, a/v equipment, and freight. All setup capacities are approximate and depend on the specific needs of the client.