

CITY OF CENTERTON
290 MAIN STREET, P.O. BOX 208
CENTERTON, AR 72719
PHONE (479) 795-2750 / FAX (479) 795-2545

COMMUNITY ROOM RENTAL

The Community Room at Centerton City Hall is available for rental evenings and weekends when not in conflict with City Hall use. It can be used for family reunions, baby showers, birthday parties, wedding receptions, etc. It is open from 8 a.m. to 11 p.m. **Arkansas state law prohibits alcohol and smoking on City property.**

Room Rental Fee Schedule:

Under 4 Hours \$25 Rental Fee & \$50 Deposit

Under 8 Hours \$50 Rental Fee & \$75 Deposit

Over 8 Hours \$100 Rental Fee & \$100 Deposit

The rental fee and deposit must be paid in full at the time the room reservation is made. If a group desires to decorate the room, the day prior to the event, room rental fees apply to that time also. Groups exempt from payment for Community Room use are governmental entities such as the RDA, the Centerton 4-H Club and civic organizations, etc. The Community Room key can be picked up at City Hall the day before the event. (Effective October 1, 2007, an A&P Sales Tax of 3% will be charged on the rental fee only.)

In order for the deposit to be returned after each use, the Community Room, Restrooms and Kitchen area **must** be cleaned and all trash needs to be bagged and put in the dumpster at the back of City Hall. (Please leave the Community Room in the same clean condition as you found it.) A cleaning check list will be provided to all who rent the Community Room. The room will be inspected by City Hall Staff (during regular weekly work hours) to determine if the room deposit will be refunded.

****Special Note****

We ask that you do not use thumbtacks or nails in walls or furniture. If using tape to hang decorations, please remove tape from walls or furniture.

If you have any questions, please contact Jan Dolan, Office Manager, at (479) 795-2750.

(Revised 12-06-07)