

Conference Center Room Rental Prices

**CONFERENCE CENTER
AMENITIES**

- 1200 square foot meeting room
- WIFI
- Overhead LCD Projector
- Hand Held/Lapel Mic
- High Definition Satellite TV
- Catering Kitchen
- Table Selection
 1. 60 inch Round
 2. 3 ft. x 6ft. Rectangular
 3. 2 ft. X 6 ft. Educational
- Linens Available for all tables (additional fee)
- Balcony Overlook
- Lounge Area
- Room Capacity 120 People Theater Style,
70 Classroom Style, 80 Banquet Style.



Cayce Tennis and Fitness Center
At Otarre Pointe
Cayce, SC 29033
Phone (803) 227-3030
Fax (803) 227-3806

**CAYCE TENNIS AND FITNESS
CENTER AT OTARRE POINTE**

1120 Fort Congaree Trail

Cayce, SC 29033



Contact us at (803) 227-3030

CONFERENCE CENTER PRICING

All prices are subject to change:

- Week Day (M - Th) \$300
- Weekend (Fr - Sun) \$500
- Linen Rental Available (\$75)

CONFERENCE CENTER USAGE RULES

(In accordance with Lexington County Recreation and Aging Commission)

1. The Facility Coordinator determines room availability and time.
2. Rooms may be reserved no longer than 3 months in advance.
3. All rentals require a cash deposit.

\$100.00
4. Additional Staff is required at \$15/hour for non-operational hours.
5. Smoking in Lexington County Recreation and Aging Commission (LCRAC) buildings is prohibited.
6. Alcohol is forbidden unless written request had been submitted and approved at least 30 days prior to the event by the LCRAC Executive Director. Ask for alcohol agreement. Additional \$50 fee.

7. Cleaning supplies will be provided by the Tennis & Fitness Center; however, it is the responsibility of the person renting the building to provide personnel to clean the rented areas (unless contracting with center staff).
8. It is the policy of the Lexington County Recreation and Aging Commission that our facilities are not to be used for personal gain. Your application will be evaluated in part with regards to this policy.
9. Building usage requests for holidays in which the Tennis & Fitness Center is closed will be denied.
10. Lexington County Recreation and Aging Commission is not responsible for extra equipment brought in for your event. If you rent equipment, it is your responsibility to transport it to and from the Tennis & Fitness Center.
11. Please make all checks payable to Cayce Tennis and Fitness Center.
12. Lexington County Recreation and Aging Commission reserves the right to refuse any and all applicants.
13. The Lexington County Recreation and Aging Commission reserves the right to change these policies at any time they deem necessary.



PREFERRED CATERERS LIST

SPECIAL EVENTS

Schlotzsky's (**Sponsor**)

Contact: Suki Patel
(803) 361-3340

Blue Marlin

Contact: Dorothy Team (803)-312-4042
dteam@signaturecateringsc.com

LUNCH EVENTS

Schlotzsky's (**Sponsor**)

Contact: Suki Patel
(803) 708-6181
(803) 361-3340

Yummie Creations

Contact: Alicia Yarbrough - 359-4866

Travinia's Italian Kitchen

Contact: Lori Dotterer
(864) 419-5181

Murray's Grill and Bar

Contact: Brandi
(803) 497-7425
mgrillandbar@aol.com

Eggs Up Grill

Contact: John Aun
(803) 490-2028