

Elk City Convention Center Rental Rate Sheet

Main Hall (includes kitchen & west room)

Monday – Friday \$250.00

Weekend \$500.00
(Saturday & Sunday)

South Building

Monday – Friday \$250.00

Weekend \$500
(Saturday & Sunday)

Set-up the day before the rental date is not permitted unless the renter has also reserved this period of time. Set-up days are half of the rental fee.

Additional Fees

Round 60" Tables \$10.00 ea.

Pipe & Drape (per 10' section) \$20.00

10 Pound Ice Bags \$1.00 ea.

Security Deposit: Events with 200 or more guests will require a security deposit of \$1,500. Events with under 200 guests will require a \$500 deposit. If no damages occur and no excessive cleanup is performed, this deposit will be refunded. Deposit is required at the time of the reservation. The Convention Center is not considered reserved until deposit fee is collected, and all paperwork filled out.