

KOSA EVENT CENTER PRICING LIST 2025

RENTAL FEE: Half Day (5 hours) \$975.00
Full Day (12 hours) \$1800.00

Includes set up and cleaning fees

*Additional hours \$150 x __ hours \$ _____

Non-refundable deposit \$250.00

***SECURITY DEPOSIT**- Credit Card on file, Event Insurance or
 \$300 cash \$ _____

***BARTENDER FEE** (2 bartenders) If bar is required, \$150 each
 If event is rented after 11pm, \$50 per hour per bartender \$ _____

***SECURITY PERSONNEL** if rented after 11pm \$200.00

LINENS AVAILABLE FOR RENTAL – BLACK, WHITE or IVORY

Round Banquet Table Linens \$15 each x _____ \$ _____
 6' or 8' Spandex Table Cover \$14 each x _____ \$ _____
 Cocktail Spandex Table Cover \$12 each x _____ \$ _____
 Chair Spandex Cover \$1.50 /per x _____ \$ _____

LINEN TOTAL \$ _____

2.5% CHARGE APPLIED FOR CREDIT CARD \$ _____

3.5% CHARGE APPLIED FOR CREDIT CARD NOT PRESENT \$ _____

NO ADDITIONAL CHARGE IF PAYING BY CASH, CHECK OR VENMO

TOTAL DUE \$ _____

SIGNED CONTRACT, PRICING LIST AND \$250.00 DEPOSIT REQUIRED TO RESERVE DATE

FINAL COUNT OF TABLES AND CHAIRS REQUIRED 1 WEEK PRIOR TO EVENT

ALL MONEY DUE IS REQUIRED 2 WEEKS PRIOR TO EVENT

RENTER'S INITIAL _____

