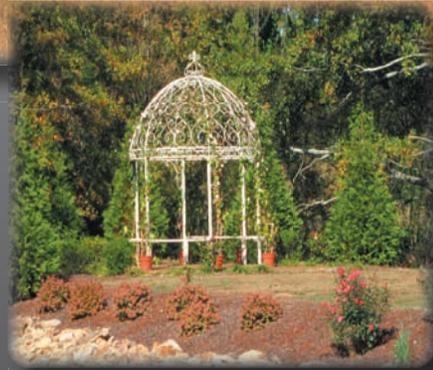


ALEXANDRIA COMMUNITY CENTER

*2065 ALEXANDRIA WELLINGTON ROAD
ALEXANDRIA, AL 36250*

Facility Rental and Information



ALEXANDRIA COMMUNITY CENTER

2065 ALEXANDRIA WELLINGTON ROAD
ALEXANDRIA, ALABAMA 36250

RENTAL REQUEST

Date: _____



Name: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Zip: _____

Phone: (256) 770-4658

Fax: (256) 770-4659

stevej@calhouncounty.org

Facility Requested: _____

Date Requested: _____

Phone Number: _____

Type of Function: _____

Time Requested: _____

Date Paid: _____

Rental Fee: _____

Amount Paid: _____

Check Number: _____

Estimated Number of Guests: _____

Any request for refund of rental fees for the Alexandria Community Center must be submitted in writing to the Calhoun County Commission and should state the reason for the emergency. Original receipt must be presented for refund.

Payment: Checks, Cash, Money Orders (No Credit Cards or Debit Cards Accepted)
Make Checks or Money Orders Payable To: Calhoun County Commission.

All Reservations Must Be Made At The Alexandria Community Center Office During Office Hours.
Office Hours: Monday-Closed, Tues.-Friday- 8:45-4:30, Closed Weekends.

Requested Dates Cannot Be Reserved Without Payment.

All Payments Must Be Submitted At The Time of Reservation.

Make Reservations and Payments at:

Alexandria Community Center

2065 Alexandria Wellington Road

Alexandria, AL 36250

Phone: (256) 770-4658 Fax: (256) 770-4659

Signature: _____
Renter

Date _____

Signature: _____
Alexandria Community Center Representative

Date _____



ALEXANDRIA COMMUNITY CENTER

2065 ALEXANDRIA WELLINGTON ROAD
ALEXANDRIA, ALABAMA 36250

Rules and Regulations

- 1 The Community Center will only be rented to persons age 21 or older. If the center is used for children or teen activities, adult chaperones (21 or older) must be present at all times.
- 2 **Do not block or allow your guests to block the Church Street entrance. Entrance must be clear to allow vehicle access.**
- 3 Groups of 75 or more must have a security guard present at all times.
- 4 **No tape, pins, or nails are to be used in any building.**
- 5 Alcoholic beverages are not allowed on the property.
- 6 Entertainment should be kept at a level that it is **not** disturbing to the neighborhood and **must end by 10:00 P.M.**
- 7 Inflatables that **do not** require water are allowed.
- 8 Confetti is **not** allowed.
- 9 Electronic equipment and TV's are to be operated by adults only. Any equipment damaged must be reported and replaced.
- 10 **Thermostat is not to be set below 68°F and not above 75°F.**
- 11 Keep doors closed to insure the heating and air conditioning system work properly.
- 12 Wood for the pavilion fireplace must be furnished by the renter. The renter assumes responsibility for insuring that the fire and coals are completely extinguished and cool before leaving.
- 13 Chairs and/or tables must be returned and secured in the storage closet in the dinning hall before leaving.
- 14 Each facility must be cleaned, floors swept, **floors mopped**, garbage picked up (including park if applicable) and **deposited in the dumpster**. Trash bags are **not** furnished. Cleaning supplies are located in the rear closet. Mop and brooms are located in the closet next to the main entry door.
- 15 Check bathrooms to insure that the commodes are flushed, and the pavilion bathroom door locked.
- 16 Each facility must cleaned and everyone departed by the end of your rental time.

I have read and agree to the above rules and regulations.

Signature of Renter

Date _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Rental Date: _____ Time: _____

THE CALHOUN COUNTY COMMISSION AND/OR ALEXANDRIA COMMUNITY CENTER ASSUMES NO LIABILITY FOR ANY INJURY OR DAMAGE OF ANY KIND THAT OCCURS ON THIS PROPERTY.

ALEXANDRIA COMMUNITY CENTER

2065 ALEXANDRIA WELLINGTON ROAD
ALEXANDRIA, ALABAMA 36250

Pricing



Pavilion or Dining Hall may be rented as follows:

Half Day	(6 Hours A.M. or P.M.)	\$50.00
All Day	(8:00 A.M. until 12:00 Midnight)	\$100.00

Pavilion and Dining Hall or Chapel and Dining Hall or Pavilion and Chapel may be rented as follows:

Half Day	(4 Hours A.M. or P.M.)	\$100.00
All Day	(8:00 A.M. until 12:00 Midnight)	\$200.00

Pavilion and Park may be rented for weddings as follows:

Park will be closed to the public.

Half Day	(4 Hours A.M. or P.M.)	\$125.00
All Day	(8:00 A.M. until 12:00 Midnight)	\$225.00

Pavilion, Park, Dining Hall, and Chapel may be rented for weddings as follows:

Park will be closed to the public.

Half Day	(4 Hours A.M. or P.M.)	\$150.00
All Day	(12:00 P.M. Friday until 12:00 Midnight Saturday)	\$250.00

Payment is required at the time of reservation.

Payment: Cash, Checks, Money Orders. (Credit Cards and Debit Cards are not accepted.)

Make payment payable to : Calhoun County Commission

Alexandria Community Center

2065 Alexandria Wellington Road
Alexandria, Alabama 36250

Phone: (256) 770-4658 Fax: (256) 770-4659

Mail Payments to:

**THE CALHOUN COUNTY COMMISSION AND/OR ALEXANDRIA COMMUNITY CENTER
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ON THIS PROPERTY.**



ALEXANDRIA COMMUNITY CENTER

2065 ALEXANDRIA WELLINGTON ROAD

ALEXANDRIA, ALABAMA 36250

Furnishings and Floor Plan

Dining Hall Furnished Items

12-60" round tables (Tablecloths not included)

85-Padded chairs

12'X4' Oval Serving Table

Ice Machine

Kitchen

Refrigerator

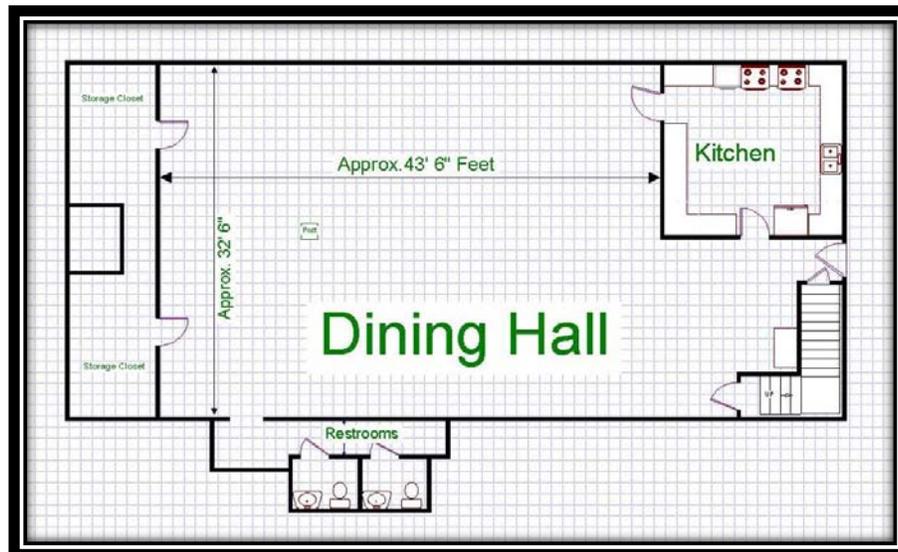
Double Built in oven

Range

Microwave ovens

Large Food Prep Area

Floor Plan



Alexandria Community Center

Phone: (256) 770-4658

Fax: (256) 770-4659

E-Mail stevej@calhouncounty.org