

MACK POWELL EVENT CENTER

The perfect place to celebrate!



The Mack Powell Event Center at the Sacramento Association of REALTORS® is a beautiful venue, ideal for business meetings and social functions. We are centrally located in the Arden & Howe area of Sacramento, with easy freeway access. Oh, and by the way, we have plenty of free parking!



WHAT'S INCLUDED?

- 5600 Square Foot Event Center Space
- Lobby
- 2 Break-out Rooms (If Available)
- Commercial Kitchen *
- Custom Lighting
- Personalized Floor Plan
- Consultation
- Parking
- On-Site Staff for duration of your event
- Set-Up and Breakdown
- (2hr set-up, 6hr event, 1hr takedown**).

PRICING & POLICIES

Weekend

DAY	ROOM RENTAL FEE	CLEANING DEPOSIT (REFUNDABLE)
FRIDAY- AFTER 4:30 PM	\$1915	\$385
SATURDAY - SUNDAY	\$3540	\$710

Additional hourly rate: \$150

The Mack Powell Event Center allows events to take place within the hours of 7:00 AM - 12:00 AM. All set-ups must start on or after 7:00 AM. If a request is made to arrive earlier than 7:00 AM to set-up or enter to the facility, an additional \$150 per hour rate will apply.

Weekday

	BEFORE 4:30 PM		AFTER 4:30 PM & WEEKENDS		
	4 HOURS	6 HOURS	4 HOURS	6 HOURS	WEEKENDS
TRAINING ROOM	\$260	\$340	\$300	\$400	\$445
BOARD ROOM	\$260	\$340	\$300	\$400	\$445
PRESIDENT'S ROOM	\$225	\$305	\$265	\$365	\$385
EVENT CENTER HALF	\$990	\$1,260	\$1,070	\$1,380	\$1,640
EVENT CENTER	\$1,525	\$1,795	\$1,605	\$1,915	\$3,540

Cleaning Deposit

In order to book a date on our calendar, we require a 20% refundable cleaning deposit fee and half of the room rental cost. Please refer to the MPEC contract for additional fee clarification.

* Use of the commercial kitchen is only permitted by a pre-approved, licensed, and insured caterer. If the commercial kitchen is not necessary for an event it will remain locked and off-limits.

** All event activities and sound must conclude by no later than 11:00 PM. Your takedown and clean-up time start at 11:00 PM. All guests and vendors will have 1 Hour to vacate the facility. At 12:00 AM the additional hourly rate of \$150 will apply. You may not leave any items or belongings behind unless arrangements were made and included in your contract in writing.

PRICING & POLICIES

Security

GUEST COUNT	GUARDS REQUIRED	COST(\$35/HOUR PER GUARD)
100	1 GUARD	\$175 (5HRS)
150-200	2 GUARDS	\$350 (5HRS)
250-300	3 GUARDS	\$525 (5HRS)

Security is required for all events that take place at the Sacramento Association of REALTORS®, the Mack Powell Event Center, and parking lot areas after 4:30 PM, weekends, or if the gathering exceeds 100 persons. A request to decline or waive security may be submitted to MPEC staff in writing by the client no later than 1 week prior to the event date on the contract and must be approved by the Director of Meetings & Events, COO, or CEO of the Sacramento Association of REALTORS®.

Guard requirements are determined at the discretion of the Sacramento Association of REALTORS® - Mack Powell Event Center and in conjunction with the County of Sacramento, County Sheriff Department and Alcohol Beverage Control, ABC. The County Sheriff Department and ABC may require additional information as indicated in the MPEC Contract.

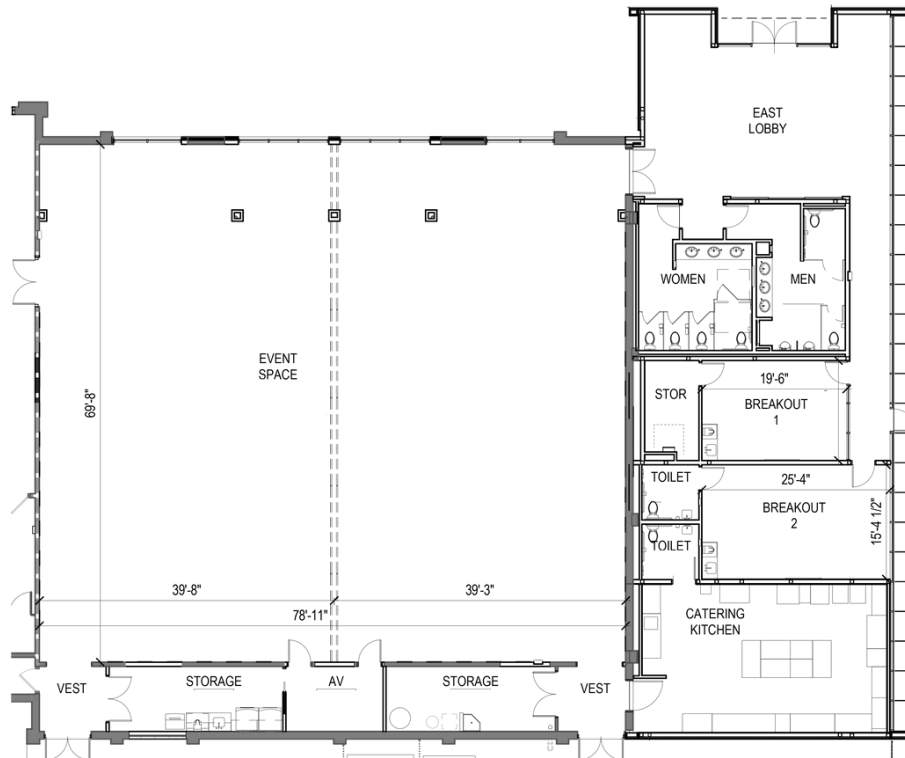
Insurance

Evidence of liability insurance must be provided to the Association no less than 15 days prior to the Lease Period, covering both the Lessee and the Association in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate. Certificates of Insurance must include an endorsement naming SAR®, as an additional insured.



ROOM DIMENSIONS & CAPACITY

Our 5600 square foot event center can accommodate up to 400 in theatre seating or 280 banquet, and is divisible by two with a sound proof air-wall, allowing for two simultaneous meetings for up to 200 people each.



ROOM DIMENSIONS & CAPACITY CHART

FULL HALL	5600 SQ. FT.	400 THEATER SEATING, 375 RECEPTION, 280 BANQUET, 160 CLASSROOM
EAST HALL	2800 SQ. FT.	175 THEATER SEATING, 175 RECEPTION, 110 BANQUET, 64 CLASSROOM
WEST HALL	2800 SQ. FT.	175 THEATER SEATING, 175 RECEPTION, 110 BANQUET, 64 CLASSROOM
BREAK OUT ROOM 1	265 SQ. FT.	CONFERENCE STYLE (SEATING TBD)
BREAK OUT ROOM 2	380 SQ. FT.	CONFERENCE STYLE (SEATING TBD)
BOARD ROOM	665 SQ. FT.	TABLE SEATING FOR 20, ADDITIONAL SEATING FOR 20 AROUND PERIMETER
PRESIDENT'S ROOM	350 SQ. FT.	8-10 BOARD ROOM STYLE
TRAINING ROOM	594 SQ. FT.	28 CLASSROOM STYLE

FOR MORE IMAGES VISIT : www.mpeventscenter.com/

AUDIO-VISUAL AND EQUIPMENT RENTAL

PACKAGE A INCLUDED WITH EVERY RENTAL: \$0	PODIUM WITH MICROPHONE
	VGA TO HDMI ADAPTOR, HDMI CABLES
	POWER STRIP, EXTENSION CORD, AUX CORD

PACKAGE B \$200	CEILING MOUNTED SCREEN & PROJECTOR
	MONITOR USE IN EVENT SPACE

PACKAGE C \$475	CEILING MOUNTED SCREEN & PROJECTOR
	MONITOR USE IN EVENT SPACE
	LAPTOP, CLICKER, MOUSE, KEYBOARD
	1 MICROPHONE
	INTERNET ACCESS

Equipment Rental

Stage.....	\$250
Internet Access for guest.....	\$100
Laptop.....	\$100
Pipe and Drapes 30 ft.....	\$75
Projector.....	\$100
Drop Down Screen.....	\$200
Screen Small.....	\$75
Security per 100 Guest.....	\$150
Wireless Microphone - Handheld or Lavalier.....	\$50
Wireless clicker, mouse, keyboard.....	\$25
Rolling whiteboard.....	\$25

CATERING

ALL BEVERAGE CATERING

(916) 923-3548

FORMOTION.COM/ALL-BEVERAGE-CATERING-SACRAMENTO

GRISELDA'S CATERING

(916) 443-7313

GRISELDASCATERING.COM

HANNIBAL'S CATERING

(916) 638-4363

HANNIBALSCATERING.COM

RANDY PETERS CATERING

(916) 726-2339

RANDYPETERSCATERING.COM

ELEGANT & EASY GOURMET CATERING

(916) 687-8208

BETSYHITE@FRONTIERNET.NET

SIMPLY SCRUMPTIOUS BY TERESA

(916) 606-9834

FACEBOOK.COM/SIMPLYSCRUMPTIOUSBYTERESA/

SINFUL TREATS INC.

+1 888 994 6385

[HTTPS://WWW.SINFULTREATS.NET/](https://WWW.SINFULTREATS.NET/)

VENDORS

Decor

BRIGHTEN UP EVENT LIGHTING

(916) 905-7993 | (415) 841-3737

BRIGHTENUPLIGHTING.COM

CELEBRATIONS

(916) 773-2133

CELEBRATIONSPARTYRENTALS.COM

PARTY CONCIERGE

(916) 440-8080

PARTYCONCIERGE.COM

RENT-RITE

(916) 925-0813 | (916) 927-6363

RENRITETHEPARTYPEOPLE.COM

MIMI & CO

(916) 925-1235

MIMIANDCOMPANY.COM

Entertainment

A AND A MUSIC EVENTS

(916) 451-6700

AAMUSICEVENTS.COM

Photography

**CONTEMPORARY DJ'S PHOTO
BOOTHS & LIGHTING**

(916) 612-5781

CONTEMPORARYDJS.COM