



HICKMAN COMMUNITY CENTER

115 LOCUST STREET, HICKMAN, NE 68372

RENTAL EVENT FEES, SPACES AVAILABLE, AND PACKAGED RATES

The City of Hickman is pleased to offer rental opportunities to the Hickman Community Center for public and private events. The following information is a summary of rental fees and spaces available to facilitate requests to use the Community Center and to ensure a safe and successful event. **A separate application form is required for all rentals.**

Please review the Rental Guide & Basic Rules for additional information. Rental time blocks include set up and clean up time. If additional time is needed beyond the allowed rental time block, rates will be charged at a per hour rate.

OUTDOOR PATIO:

- 114' x 28'
- 6 tables, seating for 48
- 4 bistro/bar height tables
- Maximum Occupancy 150
- Smoking Allowed
- Picnic style only, **Grills are not allowed**
- \$20.00 for 3-hour rental
- No Deposit

MEETING ROOM 128A:

- 26' x 24'
- Maximum Room Occupancy: 40-theatre style; 20-classroom style
- Tables and Chairs Included
- Coat Hooks & Open Storage Cubicles
- Water Fountains
- Restrooms
- \$30.00 for 3 hour rental
- \$10.00 each additional Hour
- \$100.00 Rental Damage Deposit

MEETING ROOM 128B:

- 26' x 24'
- Maximum Room Occupancy: 40-theatre style; 20-classroom style
- Tables and Chairs Included
- 60" smart Television, Wireless Microphone, and Built in Speakers
- Water Fountains
- Restrooms
- \$30.00 for 3 hour rental
- \$10.00 each additional Hour
- \$100.00 Rental Damage Deposit

MEETING ROOM 128A & 128B* **(SEE PACKAGED RATES ALSO):**

- 52' x 24'
- Maximum Room Occupancy: 80-theatre style; 40-classroom style
- Tables and Chairs Included
- Coat Hooks and Open Storage Cubicles
- 60" smart Television, Wireless Microphone, and Built in Speakers
- Water Fountains
- Restrooms
- \$40.00 for 3 hour rental
- \$10.00 each additional Hour
- \$100.00 Rental Damage Deposit

RENTAL EVENT FEES, SPACES AVAILABLE AND PACKAGED RATES CONT.

MULTIPURPOSE ROOM/GYM-NO KITCHEN* **(SEE PACKAGED RATES ALSO):**

- 103' x 68'
- Maximum Room Occupancy 680
- Tables and chairs for 400 included
- 80" television, wireless microphone, and built in speakers included
- 100" Screen and Projector Available by Request
- 6 Basketball Hoops/Balls
- Volleyball Net/Balls (1 Court, Available by Request)
- 6 Dodgeballs (Available by Request)
- Pickleball (1 Court, 4 Paddles, and 2 balls. Available by Request)
- 8' Loading Dock Door
- Outdoor Patio
- Water Fountains
- Restrooms
- \$100.00 for 3 hour rental *
(Non-Wedding)
- \$50.00 Per Additional Hour
- \$300.00 Rental Damage Deposit
- \$25.00/hour Athletic Reservation Only *
(See Packaged Rates)

CATERING KITCHEN* **(SEE PACKAGED RATES ALSO):**

- 31' x 16'
- Serving Window
- 6 sink basins (2 with disposals)
- Automatic Dishwasher
- 2 Commercial Warming Ovens
- Gas oven and cooktop
- 2 Percolating coffee pot/dispensers
- Large Commercial Freezer
- Large Commercial Refrigerator
- Commercial Ice Machine
- Mop Closet with Floor Sink/Drain
- \$40.00 for 3 hour rental *
(For Kitchen Rental Only)
- \$10.00/hour with Meeting Room Rental
- \$100.00 for 3 hours with Multipurpose Room Rental

BEVERAGE/SNACK BAR* **(SEE PACKAGED RATES ALSO):**

- 13' x 9'
- Serving Window
- Self-Draining Ice Bin
- Large Commercial Beverage Refrigerator
- Microwave
- Handwashing Sink
- \$5.00/hour with any room rental
- *Not available to rent on its own*

WEDDING RECEPTION PACKAGE:

- \$1,000.00 Rental Fee
 - Rental Period begins at 8:00 AM the day of the scheduled wedding reception event and concludes at 1:00 PM the day after the scheduled wedding reception event.
 - 50% of Rental Fee is due to reserve the date, with the remaining 50% due a minimum of seven (7) days before scheduled event.
 - Includes the use of the Multipurpose Room/Gym, Catering Kitchen, Beverage/Snack Bar and Outdoor Patio as printed below.
- \$600.00 Rental Damage Deposit
 - Deposit is due a minimum of seven (7) days before the scheduled event.
 - Deposit cannot be accepted more than thirty (30) days before the scheduled event.
- \$200.00 Additional Rental Fee
 - Available if facility is requested for rehearsal dinner or other requested activity on the day before the scheduled wedding reception event.
 - Additional rental period begins at 1:00 PM the day before the scheduled wedding reception event
 - **Additional rental period MUST be reserved at the same time as the scheduled wedding reception event.**

MULTIPURPOSE ROOM

- 103' x 68'
- Maximum Room Occupancy 680
- Tables and chairs for 400 included
- 80" television, wireless microphone, and built in speakers included
- 100" Screen and Projector (*Available by Request*)
- 8' Loading Dock Door
- Outdoor Patio
- Water Fountains
- Restrooms

BEVERAGE/SNACK BAR:

- 13' x 9'
- Serving Window
- Self-Draining Ice Bin
- Large Commercial Beverage Refrigerator
- Microwave
- Handwashing Sink

CATERING KITCHEN:

- 31' x 16'
- Serving Window
- 6 sink basins (2 with disposals)
- Automatic Dishwasher
- 2 Commercial Warming Ovens
- Gas oven and cooktop
- 2 Percolating coffee pot/dispensers
- Large Commercial Freezer
- Large Commercial Refrigerator
- Commercial Ice Machine
- Mop Closet with Floor Sink/Drain

OUTDOOR PATIO:

- 114' x 28'
- 6 tables, seating for 48
- 4 bistro/bar height tables

SMALL PARTY PACKAGE / BUSINESS MEETING:

- \$50.00 Rental Fee
 - Three-hour rental period for the scheduled event
 - 100% of Rental Fee is due to reserve the date
 - Includes use of Meeting Rooms 128A, 128B, and Kitchen as printed below.
- \$300.00 Rental Damage Deposit
 - Deposit is due a minimum of seven (7) days before the scheduled event.
 - Deposit cannot be accepted more than thirty (30) days before the scheduled event.
- \$10.00 per additional hour
 - **Additional rental period MUST be reserved at the same time as the scheduled three-hour event.**

MEETING ROOM 128A & 128B:

- 52' x 24'
- Maximum Room Occupancy: 80-theatre style;
40-classroom style
- Tables and Chairs Included
- Coat Hooks and Open Storage Cubicles
- 60" smart Television, Wireless Microphone,
and Built in Speakers
- Water Fountains
- Restrooms

CATERING KITCHEN:

- 31' x 16'
- Serving Window
- 6 sink basins (2 with disposals)
- Automatic Dishwasher
- 2 Commercial Warming Ovens
- Gas oven and cooktop
- 2 Percolating coffee pot/dispensers
- Large Commercial Freezer
- Large Commercial Refrigerator
- Commercial Ice Machine
- Mop Closet with Floor Sink/Drain

LARGE PARTY PACKAGE / MULTIPURPOSE ROOM (GYM):

- \$100.00 Rental Fee
 - Three-hour rental period for the scheduled event
 - 100% of Rental Fee is due to reserve the date
 - Includes use of the Multipurpose Room as printed below.
- \$300.00 Rental Damage Deposit
 - Deposit is due a minimum of seven (7) days before the scheduled event.
 - Deposit cannot be accepted more than thirty (30) days before the scheduled event.
- \$50.00 per additional hour
 - **Additional rental period MUST be reserved at the same time as the scheduled three-hour event.**

MULTIPURPOSE ROOM/GYM-NO KITCHEN:

- 103' x 68'
- Maximum Room Occupancy 680
- Tables and chairs for 400 included
- 80" television, wireless microphone, and built in speakers included
- 100" Screen and Projector (*Available by Request*)
- 6 Basketball Hoops/Balls
- Volleyball Net/Balls (*1 Court, Available by Request*)
- 6 Dodgeballs (*Available by Request*)
- Pickleball (*1 Court, 4 Paddles, and 2 balls. Available by Request*)
- 8' Loading Dock Door
- Outdoor Patio
- Water Fountains
- Restrooms

OUTDOOR PATIO:

- 114' x 28'
- 6 tables, seating for 48
- 4 bistro/bar height tables

LARGE PARTY PACKAGE WITH KITCHEN & BAR - MULTIPURPOSE ROOM (GYM):

- \$200.00 Rental Fee
 - Three-hour rental period for the scheduled event
 - 100% of Rental Fee is due to reserve the date
 - Includes use of the Multipurpose Room as printed below.
- \$600.00 Rental Damage Deposit
 - Deposit is due a minimum of seven (7) days before the scheduled event.
 - Deposit cannot be accepted more than thirty (30) days before the scheduled event.
- \$50.00 per additional hour
 - **Additional rental period MUST be reserved at the same time as the scheduled three-hour event.**

MULTIPURPOSE ROOM/GYM:

- 103' x 68'
- Maximum Room Occupancy 680
- Tables and chairs for 400 included
- 80" television, wireless microphone, and built in speakers included
- 100" Screen and Projector (*Available by Request*)
- 6 Basketball Hoops/Balls
- Volleyball Net/Balls (*1 Court, Available by Request*)
- 6 Dodgeballs (*Available by Request*)
- Pickleball (*1 Court, 4 Paddles, and 2 balls. Available by Request*)
- 8' Loading Dock Door
- Outdoor Patio
- Water Fountains
- Restrooms

Not for athletic rental use. See Athletic Reservation for information on athletic rentals.

CATERING KITCHEN:

- 31' x 16'
- Serving Window
- 6 sink basins (2 with disposals)
- Automatic Dishwasher
- 2 Commercial Warming Ovens
- Gas oven and cooktop
- 2 Percolating coffee pot/dispensers
- Large Commercial Freezer
- Large Commercial Refrigerator
- Commercial Ice Machine
- Mop Closet with Floor Sink/Drain

BEVERAGE/SNACK BAR:

- 13' x 9'
- Serving Window
- Self-Draining Ice Bin
- Large Commercial Beverage Refrigerator
- Microwave

OUTDOOR PATIO:

- 114' x 28'
- 6 tables, seating for 48
- 4 bistro/bar height tables

ATHLETIC RESERVATION - MULTIPURPOSE ROOM (GYM ONLY) -

NO FOOD OR DRINKS:

All participants must sign a *City of Hickman Waiver and Release of Liability Form* or the Primary Contract Holder (Applicant) must provide Proof of Insurance ACCORD Certificate naming the City of Hickman as Additional Insured

ONLY WATER WITH A SEALED LID IS PERMITTED DURING ATHLETIC RESERVATIONS.

\$25.00 Per Hour Rental Fee

No Deposit Required

- 100% of the Rental Fee is required to reserve the date.
- Includes use of the Multipurpose Room as printed below

Multipurpose Room:

- 103' x 68'
- Maximum Room Occupancy 680
- Tables and chairs for 400 included
- 6 Basketball Hoops/Balls
- Volleyball Net/Balls (*1 Court - available by request*)
- Pickleball (*1 Court: 1 Net, 4 Paddles, and 2 Balls - available by request*)
- 6 Dodge Balls (*Available by request*)
- 8' Loading Dock Door
- Water Fountains
- Restrooms

\$35.00 Per Hour Rental Fee - 2 COURT PICKLEBALL ONLY

No Deposit Required

- 100% of the Rental Fee is required to reserve the date.
- Includes the use of Multipurpose Room as printed below.
 - Pickleball (*2 Courts: 2 Nets, 8 Paddles, and 4 Balls - available by request*)
 - Water Fountains
 - Restrooms

\$45.00 Per Hour Rental Fee - 3 COURT PICKLEBALL ONLY

No Deposit Required

- 100% of the Rental Fee is required to reserve the date.
- Includes the use of the Multipurpose Room as printed below:
 - Pickleball (*3 Courts: 3 Nets, 12 Paddles, and 5 Balls - available by request*)
 - Water Fountains
 - Restrooms