

## DIMENSIONS OF TABLES, CHAIRS & PLATFORMS

Rounds-72 inches use 2 1/4 inch clip  
for skirting

16 Pub tables-30 inch rounds

Tall-42.25 inch

Short-30.25 inches

Black banquet chairs

35.25 inches tall

14.5 inches back of seat;

18 inches from seat to floor

Wooden brown tables in Meeting  
room and Classroom C are 6 ft. x 2ft.  
6 inches

White 6ft. Rectangles x 2 ft. 6 inches,  
with 1.5 inches for table clips (29.5  
inches top to floor)

Teacher tables in Classrooms B and D  
are 5 ft. x 2 ft.

White classroom tables in B and D are  
5 ft. x 1 ft. 5.5 inches wide

8 platforms- 6ft. X 4ft.



# GRAND PRAIRIE Center

Physical Address: 2709 Highway 165 South

Stuttgart, AR 72160

Mailing Address: 2807 Highway 165 A, Box A

Stuttgart, AR 72160

870-673-4201, Ext. 1895 or 1896

[www.pccua.edu/GPC](http://www.pccua.edu/GPC)

## BIRTHDAY PARTIES, BABY & BRIDAL SHOWERS

Special rates apply to birthday parties, baby  
& bridal showers. Those events held in  
Classrooms B, C, D and Meeting Room are:

Up to 6 hours (Half day)-**\$75.00**

Full day-**\$150.00**

Clean Up Deposit:

**\$50.00**—(Classrooms)

**\$100**—(Salons, Auditorium, Dressing  
Rooms)

**Clean Up Deposit must be paid in cash.**

**The Renter must clean room upon  
completion of event to receive the  
return of the cleaning deposit.**

**Additional clean up fees may apply.**

Table and chair set up, trash can and bags  
provided, signage in lobby and for the  
salons, event can be on GPC marquee.



## Grand Prairie Center Rental Fees

# 2020-21

**Effective: July 1, 2020**

OWNED AND OPERATED BY

**U of A** STUTTGART  
PHILLIPS COMMUNITY COLLEGE

Room	Dimensions	Area
Conference Rm	26'-3" x 20'-6"	540 sq. ft.
Meeting Rm	23'-0" x 21'-3"	490 sq. ft.
Classroom A	27'-6" x 23'-3"	640 sq. ft. <b>OFF MARKET</b>
Classroom B	23'-9" x 20'-9"	490 sq. ft.
Classroom C	29'-0" x 26'-6"	770 sq. ft.
Classroom D	27'-6" x 23'-0"	630 sq. ft.
Grand Hallway	365' x 21'	7,665 sq. ft.
Main Foyer	46' x 25'-9"	1,185 sq. ft.

Room	Dimensions	Area
Salon A	95'-6" x 73'-4"	7000 sq. ft.
Salon B	53'-9" x 73'-4"	4000 sq. ft.
Combined	149'-3" x 73'-4"	11000 sq. ft.

All auditorium events require security. Any meeting space that an event is serving alcohol requires two off-duty security at **\$50.00** per hour.

The security representative will be contacted upon booking an event and client is responsible for paying security **30 days prior to the event.**

**Salon rentals require all event coordinators/planners to meet with GPC Staff 30 days prior to the event.**

#### Riceland Auditorium-750 Fixed Seating

Half Day-\$500.00 Full Day-\$850.00

#### Riceland Auditorium-1275 (retractable)

Half Day-\$625.00 Full day-\$1100.00

\*2 security required-\$25 per person/per hour

\*Sound tech-\$150-\$500 (based on needs)

#### Classroom B, C, & D\*\*\*

Half Day-\$70.00 Full Day-\$140.00

#### Meeting Room (w/kitchenette)\*\*\*

Half day-\$80.00 Full Day-\$160.00

#### Conference Room (w/kitchenette)\*\*\*

Half Day-\$80.00 Full day-\$160.00

#### Hospitality Kitchen

Half day-\$50.00 Full day-\$100.00

#### Catering Kitchen/Cooking Pavilion

Half Day-\$200.00 Full day-\$400.00

#### Grand Hall (Lobby)

Half day-\$200.00 Full day-\$400.00

#### Salon A (Catering kitchen/pavilion)

Half Day-\$450.00 Full day-\$900.00

#### Salon B (Hospitality kitchen)

Half Day-\$400.00 Full day-\$650.00

#### Salon AB (catering kitchen/pavilion)

Half Day-\$850.00 Full Day-\$1500.00

**\*HALF DAY IS UP TO 6 HOURS**

**\*\*Full day is 8 a.m. to 12 a.m.**

**\*\*\*Special rates for parties apply!!**

**See Back Page for Details**

(Prices subject to change) Revision 2/26/2020

## AMENITIES

Pub Tables \$16.00 each

Bottled Water \$3.00 each

Maxwell House Coffee Service includes sweetener, sugar, creamer, 10 oz. Styrofoam cups and one pot of coffee

\$5.00 each pot

Color copies \$1.50 each

B & W copies \$.35 each

## DECORATING TIPS-DOS & DON'TS

- ♦ Renter is responsible for all trash pick up and disposal in outside dumpsters. Special clean up fees may apply for larger events.
- ♦ HELIUM BALLOONS PROHIBITED.
- ♦ Tape, tacky/fun tack or command hooks are prohibited.
- ♦ Confetti and glitter are prohibited.
- ♦ Loose hay and hay bales are prohibited.
- ♦ Open flames, pyrotechnics (including sparklers) and fog/smoke machines prohibited.
- ♦ All decorations and event supplies must be provided by the renter. This includes tablecloths, dinnerware, serving utensils and decorations.
- ♦ Dance floors (24 x 24) are created by pulling up carpet squares in Salons. (An extra fee may apply to rental.)
- ♦ Decorations may not be suspended from ceilings, light fixtures, walls, or curtains.
- ♦ Decorations may consist of fresh flowers, decorative centerpieces and freestanding props.