

**New Place.
Beautiful Space.**



PINECREST
EVENT CENTER

1515 Northgate Mile ~ Idaho Falls ~ (208) 227-8088

www.PineCrestEventCenter.net

North Reception Hall

- Perfect for wedding reception, banquet, or small trade show. *Access from north lobby.*
- 4,500 sq. ft. (90' x 50')
- 500 - Max Theater Seating
- 374 - Max Reception/Banquet Seating
- 187 - Max Classroom Seating
- Rental includes up to 15 tables/120 chairs
- **Rates:** \$600 (Mon-Thur) / \$900 (Fri-Sat)

Center Reception Hall

- Perfect for large celebration or trade show. *Access from both north and south lobby.*
- 19,500 sq. ft. (106' x 200')
- 2,165 - Max Theater Seating
- 1,622 - Max Reception/Banquet Seating
- 812 - Max Classroom Seating
- Rental includes up to 30 tables/240 chairs
- **Rates:** \$1,600 (Mon-Thur) / \$1,900 (Fri-Sat)

South Reception Hall

- Perfect meeting space or small party area. *Access from south lobby.*
- 1,500 sq. ft.
- 160 - Max Theater Seating
- 104 - Max Reception/Banquet Seating
- 60 - Max Classroom Seating
- Rental includes up to 5 tables/40 chairs
- **Rates:** \$300 (Mon-Thur) / \$400 (Fri-Sat)

Entire Event Center

- Specializing in conference convention and trade shows.
- 25,500 sq. ft.
- 2,865 - Max Theater Seating
- 2,066 - Max Reception/Banquet Seating
- 1,074 - Max Classroom Seating
- Rental includes up to 40 tables/320 chairs
- **Rates:** \$2,000 (Mon-Thur) / \$2,500 (Fri-Sat)

Event Center Ad Ons

Bride's Room	\$100.00
Groom's Room	\$100.00
Table (each)	\$9.00
Table Linen (each)	\$7.00
Folding Chair (each)	\$1.00
Upgraded Wedding Chair (each)	\$3.00
Projector	\$50.00
Sound System	\$100.00

Frequently Asked Questions

Catering: The *Pinecrest Event Center* does not have a designated caterer. All caterers must complete a service agreement application prior to event and provide a certificate of insurance.

Alcoholic Sale & Service: *Silver Rail, Inc.* is the only entity allowed to provide alcohol at events held at the *Pinecrest Event Center*. No outside alcohol is permitted inside the event center or in the event center parking lot. The sale and service of alcohol requires a separate fee. The amount and time of payment which will be determined with *Silver Rail, Inc.* (208) 709-9542.

Security: The *Pinecrest Event Center* requires additional security at wedding receptions, Quinceanera and Concerts where alcohol is being served. The service requires a separate fee. The amount and time of payment which will be determined with *Alpha Security Professionals* - Keith Anderson (208) 557-9883 or Raymond Mendoza (208) 970-4618.

Rental Fees/Schedule: The *Pinecrest Event Center* requires a 50% non-refundable deposit for use of space. The balance is due 30 days prior to the event. An additional \$500 security deposit is required 30 days prior to event. Security deposit will be refunded within 15 days after conclusion of the event, unless the *Pinecrest Event Center* is not left in the same or similar condition in which it was found.

