



Multipurpose Room Rental Information

The Multipurpose Room is a large meeting/activity room with a patio area. This room also has the capability of being divided into two smaller rooms.

2211 Eppinger Blvd.
Thornton, CO 80229
303-255-7830
goCOT.net/Rentals

To begin the room rental process, please complete and submit the *Room Rental Request Form* located at visit gocot.net/rentals or call 303-255-7830 for assistance.

ROOM RESERVATION DATES

JANUARY-APRIL

Renting window opens on November 1.

MAY-AUGUST

Renting window opens on March 1.

SEPTEMBER- DECEMBER

Renting window opens on July 1.

Reservation Fee

A \$150 deposit is required to reserve the room. This deposit will be applied towards the remaining balance of the rental, which must be paid in full two weeks prior to the event.

Rental Hours

Monday – Friday
5 a.m. – 9 p.m.

Saturday & Sunday
8 a.m. – 6 p.m.

After-hours rentals are available. Premiums will apply.

Alcohol

In order to serve alcohol, a Thornton Alcohol Permit must be submitted 30 days in advance. A \$150 damage deposit is also required. Consumption of alcohol is only permitted for a maximum of four (4) consecutive hours between the times of noon to 11 p.m. This includes beer, wine and spirituous liquor. Cash bars are not permitted.

Security is required during the serving and consumption of alcohol. (One police officer for rentals up to 149 people and two officers for groups of 150+.) Thornton will schedule off-duty police officers during the appropriate times for an additional cost.

Rental Equipment

The Thornton Community Center has several items available for rent to help assist you with your party or event. Please see the rental chart on the reverse side of this flyer for more information.

Smoking

Smoking is prohibited inside the Thornton Community Center and within 100' of any facility entrance.

Setup and Cleanup

Tables and chairs will be setup for you by city staff at no additional cost. No decorations may be attached to the walls or the ceiling. You may tape or hang decorations to the tables, chairs and windows. Any damage could result in loss of deposit. It is your responsibility to remove trash from the tables and floor, decorations and any other supplies you bring in.

Cleaning Deposit

Depending on the size, duration or planned activities of your rental, a cleaning deposit of \$150.00 may be added to your reservation fee. If the room(s) are found to be damaged, unsanitary or excessively messy after your rental, a portion or the entirety of this deposit may be retained. Cleaning supplies will be provided to all rental groups and recreation staff will be available to guide groups on what needs to be cleaned to ensure the full return of the deposit.



THORNTON
PARKS, RECREATION &
COMMUNITY PROGRAMS



THORNTON COMMUNITY CENTER

All rental fees include set-up of tables and chairs only. All additional set-up and clean-up is the responsibility of the renter. Capacities will vary according to room set-ups. Each room is equipped with a small kitchenette.

AREA TO BE RENTED	RESIDENT	NON-RESIDENT	NON-PROFIT	AFTER HOURS PREMIUM
Eppinger/Russell Rooms (Capacity 125) 🍴 🍺 TC \$	\$50/hour + tax	\$100/hour + tax	\$40/hour	\$100R/hour + tax \$140NR/hour + tax
Eppinger Room (Capacity 55) 🍴 🍺 TC \$	\$25/hour + tax	\$50/hour + tax	\$20/hour	\$50R/hour + tax \$70NR/hour + tax
Russell Room (Capacity 70) 🍴 🍺 TC \$	\$25/hour + tax	\$50/hour + tax	\$20/hour	\$50R/hour + tax \$70NR/hour + tax
Hoffman Room (Capacity 50) 🍴 🍺 TC \$	\$25/hour + tax	\$50/hour + tax	\$20/hour	\$50R/hour + tax \$70NR/hour + tax
Community Building (Capacity 40) 🍴 🍺 TC \$	\$16/hour + tax	\$20/hour + tax	No Charge	\$32R/hour + tax \$40NR/hour + tax
After Hours Gymnasium, both courts (wood floor) \$	\$64R/hour	\$72NR/hour	<ul style="list-style-type: none"> 🍷 Alcohol with permit and \$150 damage deposit. TC Tables and chairs available at no additional charge. Exact number MUST be indicated with reservation. \$ Subject to reservation deposit cancellation charge of \$150. 	
After Hours Gymnasium, one court (wood floor)	\$32R/hour	\$36NR/hour		

A/V Package includes: Media Projector, Microphone, Connection Cords/Cables	\$50/day Must be reserved in advance.
RENTALS SERVING ALCOHOL Up to 149 people = One police officer 150+ people = Two police officers (2-hour min., 4-hour max.)	\$55R/\$64NR <i>per officer, per hour</i> No alcohol served after 11 p.m., must be out of the facility by midnight.