



waterloo
center
for the arts

Facilities Guide

Welcome! ●

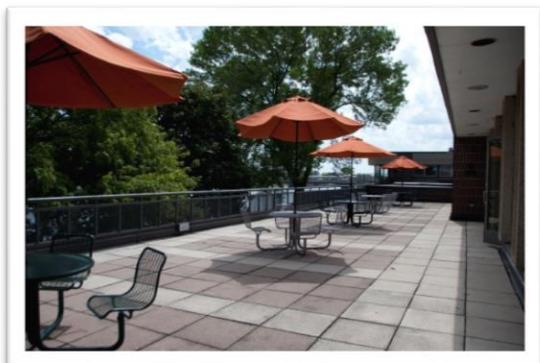
The Waterloo Center for the Arts offers a variety of spaces to host your next event, whether that be a wedding, a graduation party, a meeting or conference. Waterloo Center for the Arts staff will work with you to make your event run smoothly from start to finish. To book your event today, call 319.291.4490 or email camille.burkle@waterloo-ia.org

Our Spaces at the Center ●

Rotary Room. This space is perfect for meetings and small gatherings, can accommodate up to 25, equipped with a projector and screen, built in counter space, and is wheelchair accessible. \$75*.



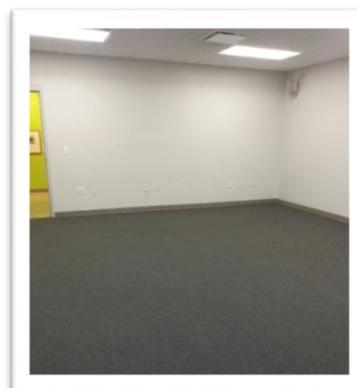
Rotary Room



Rotary-Lichty Gallery & Rotary Deck

Rotary-Lichty Gallery & Rotary Deck. Clients looking for a mixture of indoor and outdoor space can add the deck onto their Rotary rental. Accommodates up to 125. Additional seating can be requested. \$180*.

Media Gallery. A space perfect for small meetings and for hosting birthday parties due to its location down the hall from the Phelps Youth Pavilion. Wheelchair accessible and can accommodate up to 25. \$75*.



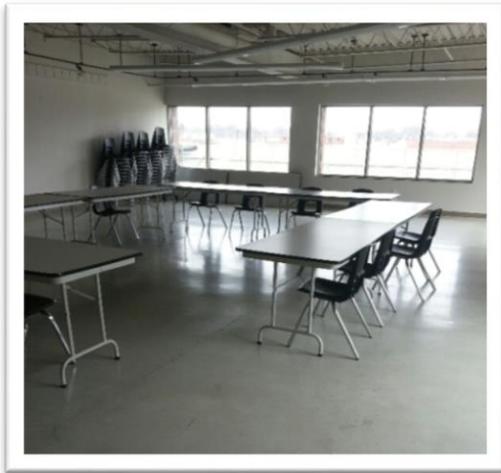
Media Gallery

Hurwich Room. Accommodate up to 40, equipped with a projector and screen, only a few steps from a kitchen. Can be divided into two separate rooms when the dividers are pulled shut. Note – not wheelchair accessible. \$80*.



Hurwich Room

Visual Arts Studio. Accommodate up to 60, close proximity to the Phelps’s Youth Pavilion, wheelchair accessible with built in counter space and refrigerator/freezer available to store drinks. \$120*.



Visual Arts Studio



Hurley-McCoy Deck

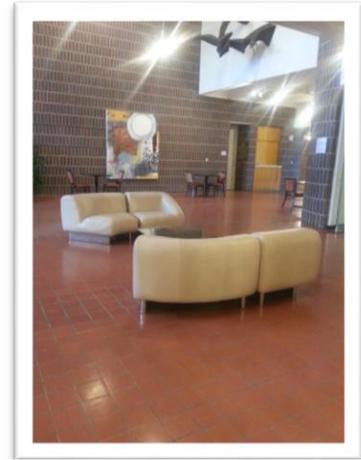
Hurley-McCoy Deck. Clients can add the deck to expand the Visual Arts Studio to provide indoor/outdoor space, overlooking the Cedar River. Fixed seating; additional seating can be requested. Accommodates 100. \$180*.

Riverside Sculpture Plaza. This outdoor space located outside the Schoitz River Rooms along the Cedar River is commonly used for wedding ceremonies. Fixed seating; additional seating can be requested, accommodates 150, prices vary for weddings. \$200*.



Riverside Sculpture Plaza

Frank E. Watkins Foyer. Clients can utilize our grand foyer to host their event in a space at the center of our facility, located next to the Laughing Tree Café and art galleries. Accommodates 125. \$250*.



Frank E. Watkins Foyer

Petersen Town Hall. Accommodates up to 165, located in close proximity to a kitchen, built in risers that commonly are used to elevate wedding parties and performers or for tiered seating. Wheelchair accessible. \$250*.



Petersen Town Hall

Law Court Theatre. Located within Law Reddington galleries, Law Court Theatre offers fixed seating for 72 and accommodates up to 125. Wheelchair accessible with projector and screen. Food or drink is not allowed in this space. \$200*.



Law Court Theatre

Hope Martin Theatre. Used primarily by the Waterloo Community Playhouse Black Hawk Children’s for community theatre productions, may be rented subject to availability. Fixed seating for 368. \$650*.

Schoitz River Rooms I-III. This large banquet space can accommodate up to 250. 3 projectors are available, access to a commercial kitchen. Partitions can be used to divide the room into 1/3 or 2/3 Sunday – Thursday for a smaller spaces. Wheelchair accessible. Costs vary for weddings; see Wedding Guide. 1 room, \$120*. 2 rooms, \$250*. 3 rooms, \$400*.



Schoitz River Rooms



- All prices based on 4 hours, with additional rates available for 4+ hours.
- Wedding rates based on all day rental.
- Nonprofit rates available.
- Rates subject to change without notice.
- Set-up / decorating & clean-up must be completed within rental timeframe.

RiverLoop Facilities ●

RiverLoop Amphitheatre/Arts Mall. Clients desiring an outdoor event might consider this Amphitheatre located along the Cedar River. Fixed seating, stadium style. Wheelchair accessible with parking. Can accommodate up to 3000+. Prices vary, see RiverLoop Amphitheatre Guide*.



RiverLoop Amphitheatre



RiverLoop Expo Plaza. Clients looking to host a large scale event can also look at the Expo Plaza. Located a short walk from the Waterloo Center for the Arts, The RiverLoop Expo Plaza is an unique outdoor space. Wheelchair accessible, with nearby parking. Accommodates up to 5000. \$500*.



RiverLoop Expo Plaza

A Quick Glance at our Facility Amenities ●

| | Set-Up Included | Fixed Seating | WiFi Available | Access to a Kitchen | Outdoor Access | Wheelchair Accessible | Built in Sound System | Built In Projector/Screen |
|---------------------|-----------------|---------------|----------------|---------------------|----------------|-----------------------|-----------------------|---------------------------|
| Rotary | X | X | X | X | X | | | X |
| Media Gallery | X | X | X | | X | | | |
| Hurwich | X | X | X | | | | | X |
| Visual Arts | X | X | X | X | X | | | |
| Foyer | X | X | X | | X | | | |
| Town Hall | X | X | X | | X | X | | |
| Law Court Theater | X | X | X | | X | X | X | |
| Hope Martin Theater | X | X | X | | X | X | | |
| Schoitz I-III | X | X | X | X | X | X | X | X |
| Amphitheatre | X | X | X | | X | X | X | |
| Expo Plaza | X | X | | X | X | | | |

Additional Amenities Upon Request ●

Table Linens: \$6/each

Ice Table: 3 available, \$30/table
(Includes 100lbs of ice)

Pipe and Drape: \$50

Projector/Screen: \$40

White Tulle & Lighting w/chandelier: \$100

Piano: \$50

Sound System: \$50

Stage, 7-4x8 sections available: \$50

Tents, subject to availability: \$50/each

Arch: \$20

Catering Food Fee: \$50

Beverage Service ●

Alcohol Service Fee. Clients wishing to have beverage service (beer and/or wine) at their event (open bar, cash bar, and/or tickets) are required to pay a base service fee. \$100.

Bartender. All events with alcohol are required to have a state certified bartender on duty to provide alcohol service. Clients may request additional bartenders if desired. \$10/hr.

Security Guard. All events with alcohol present are required to have a security guard (generally a WPD Officer) present at all times when alcohol is being served. \$50/hr.

Special Requests. Clients may request/specify domestic kegs (i.e. Bud Light, Coors Light, Miller Lite, Budweiser, Busch Light). For a specialty beer request, we will find an estimate prior to the wedding and order it for you, prices vary and are subject to changes. Kegs yield, approximately 120-16oz cups. \$250 plus tax.

Bar Options ●

Domestic Beer*-- Coors Light, Budweiser, Bud Light, Busch Light, Miller Lite

Specialty Beers*- Blue Moon, Corona, Stella, Angry Orchard, Guinness

Malt Beverages*-- Mike's Hard Lemonade, Mike's Hard Black Cherry, White Claw Mango, White Claw Black Cherry

Wine*-- Pinot Grigio, White Zin, Merlot, Chardonnay, Cabernet, Moscato

*Subject to change based on availability, \$4/drink

Catering Options ●

We do not require clients to use a specific caterer. Paying our \$50 catering fee, allows clients the freedom to choose whoever they want to cater their event. However, there is a 10% discount off room rentals along with waiving the \$50 fee if the Laughing Tree Café is used for catering. (Housed inside of the Waterloo Center for the Arts)