

Assumption Community Center

4910 Highway 308
Napoleonville, LA 70390
(985) 369-2195

erintheriot@assumptionla.com



Whole Reception Hall Rental, 7,000 sq. feet (with professional catering kitchen)

- Rate, \$1500, 5-hour event
 - \$500 deposit due at booking, balance due 30 days prior to event
 - Including kitchen area, patio areas, parking lot, restrooms, tables & chairs
 - (25) 60" round tables – seat 8; (5) 72" round tables, seat 10; (20) 6' rectangular tables; (300) upholstered banquet chairs
 - 10-hour admittance prior to event start
 - Non-refundable rental deposit
 - Capacity, 600 people
- Catering
 - Renter must provide own caterer
 - Caterer must acknowledge cleaning requirements specific to kitchen use
- Cleanup/Damage Deposit
 - \$500, due 30 days prior to event
 - Renter must remove garbage/waste from building
 - Caterer must return kitchen equipment to state in which it was found
 - Upon post event walkthrough by parish and no damage found, deposit refunded
- Event Liability Insurance required (\$500,000)
 - Contact your insurance agent for options
 - Assumption Parish Police Jury named as additional insured
- Security Required
 - APSO deputy required for 5-hour event duration (cost approx: \$25/hr)
 - Contact: Bayou L'Ourse Sub Station, 985.631.6611
- Audio/Visual/Entertainment
 - (2) Ceiling built in Screens/Projectors located in reception hall
 - Stage for band, necessary electrical outlets available
 - P/A system; wired, wireless and lapel microphones available for use

For additional information or to schedule an event, please contact Erin Theriot at
(985) 369-2195 or erintheriot@assumptionla.com.