



221 Main Street  
Glen Rock, NJ 07452

## Hall Rental FAQs

<https://grac.club/hall-1>

### **Q – How do I reserve the hall?**

A – First check the availability calendar here: <https://teamup.com/ks097a0543b7e86b58>. If the date is available, print out the contract, complete it, and bring it to the members area with full payment, or email it to [grachallrental@gmail.com](mailto:grachallrental@gmail.com) with your credit card info.

### **Q – Can I come to see the hall?**

A – Yes. We are open every day by 12pm – 8PM. Stop by anytime and someone will be happy to show it to you. The Hall (up the center stairs) is usually locked. Please head downstairs to the bar (follow the signs to the Members Entrance). The inner door will be locked, so just knock and the bartender will buzz you in, and then show you the Hall. Tuesday evenings from 5PM are unavailable for showings.

### **Q – How many people can fit in the hall?**

A – We have room for 80 people in the hall.

### **Q – How many tables and chairs are there?**

A – We have 8 round tables and 80 chairs.

### **Q – I'm bringing tablecloths, what sizes do I need??**

A – There are 8 round 72" diameter tables, and 3 rectangular 6-foot tables.

### **Q – How much is the rental?**

A – For non-members it's \$600 for a five-hour rental plus \$100 for the required bartender/server. A \$200 security deposit will be returned provided that the hall is left in broom clean condition and the tables and chairs have been put away. Members' cost is \$500, plus \$200 refundable security deposit.

### **Q – How long is the rental?**

A – It's a 5-hour rental. Additional hours can be purchased for \$100 per hour. Additional hours must be scheduled at time of booking.

### **Q – What are my responsibilities as the renter?**

A – As the renter, you will be required to set up all tables and chairs, as well as put them away at the completion of the rental. The room must be empty of all trash and decorations and broom swept by the end of your rental time to avoid additional cleaning fees being deducted from your security deposit.

**Q – Can I bring my own refreshments and food?**

A – The GRAC does not supply food or beverages - it's the obligation of the renter.

**Q – Must I use a bartender?**

A – If you are not a Member of the GRAC, we are required by New Jersey state law to provide non-members a bartender/server (who is a member of the Club) regardless of whether alcohol is served. The fee for the bartender is \$100 for the booking.

**Q – Is there an oven I can use?**

A – No. Some parties use sternos to keep their dishes warm.

**Q – Is there a refrigerator I can use?**

A – Yes. There is a refrigerator in the hall that the renters can use.

**Q – Do you supply ice?**

A – No.

**Q – Can I get in early to set up?**

A – Maybe. It depends on what is going on the day of your party. We are happy to give you early entry if there isn't an event prior to yours. It's best to check with us a few days before the event. We ask that you are completely cleaned up and out of the hall by your scheduled end time.

**Q – Can I really not use glitter?**

A – Really. You may not use glitter for decorating.

More questions? Call David Lortz, Hall Manager, at 551-206-2967