



Facility Rental Rates & Information

	Deposit	Saturday	Sunday-Friday
Convention Center: (3 Sections) Reception Rounds: Capacity 300 6ft. Banquet Style: Capacity 325 6 ft. Classroom Style: Capacity 350 Lecture: (Chairs and head table only) Capacity 350	\$200.00	\$1,000.00	\$600.00
Convention Center: (2 Sections) Reception Rounds: Capacity 150 6ft. Banquet Style: Capacity 175 6 ft. Classroom Style: Capacity 190 Lecture: (Chairs and head table only) Capacity 250	\$150.00	\$600.00	\$400.00
Convention Center: (1 Section) Reception Rounds: Capacity 70 6ft. Banquet Style: Capacity 80 6 ft. Classroom Style: Capacity 60 Lecture: (Chairs and head table only) Capacity 100	\$100.00	\$400.00	\$300.00
Platte Conference Room: Boardroom Style: Capacity 12 6ft Classroom Style: 9 Lecture: Capacity 20		\$150.00 4hrs/\$100.00	\$150.00 4hrs/\$100.00
Cocktail Foyer: Cocktail Set Up: 10 Black Cocktail Tables		\$100.00	\$100.00
Courtyard: (Available 10am-10pm) Reception Rounds: Capacity 200 Black tables (10 card, 10 cocktail): Seats 50 daily 6ft. Banquet Style: Capacity 180 6ft. Classroom Style: Capacity 175 Lecture: Capacity 250		\$200.00 4hrs/\$150.00	\$200.00 or 4hrs/\$150.00
Pool Party Room: (Available 9am-11pm) Boardroom Style: Capacity 12 6ft Classroom: 9 Lecture: Capacity 20		\$200.00 4hrs/\$150.00	\$200.00 4hrs/\$150.00
Hospitality/Honeymoon Suite: Available: (3) King Room w/ Sofa Bed Seating: Capacity 20		\$150-\$200 (Prices vary seasonally)	

Additional Amenities:

- Built in 20x20 wood dance floor. (capacity 100)
- Attached 101 room hotel w/ indoor pool & whirlpool.
- C3 Hotel Front Desk representative on-site 24hrs.
- Free parking for 325, Tractor/Trailer parking available.
- Table and chair set up & tear down, no additional cost.
- Restrooms with baby changing tables & ADA accessibility.
- Convention Services Catering Kitchen includes:
 Walk-In refrigerator - double sinks - stove - oven - microwave - coffee maker - serving - prep space



Wedding Packages

ELEGANT: Capacity 300

\$2,200

Valued at \$3,200

Rental Includes:

- Convention Center Friday - Sunday 9 am Friday – 5 pm Sunday
- King Suite Friday & Saturday Check in 3 pm/Check out 11 am
- Courtyard Rehearsal Friday 6 pm – 10 pm
- Pool Party Room Gift Opening Sunday 9 am – 12 pm
- Full Service Cash Bar Saturday
- (3) Chandelier Set Up
- Foyer Set Up & Bar Concession
- Cocktail Hour Set Up (10 Cocktail Tables)
- Convention Services Kitchen/Food Prep Area
- Reception Rounds/Table and Chair Set Up
- Personalized Table Layout
- Discounted Group Hotel Block

CLASSIC: Capacity 300

\$1,700

Valued at \$2,700

Rental Includes:

- Convention Center Friday - Sunday 12 pm Friday – 12 pm Sunday
- King Suite Saturday Check in 3 pm/Check out 11 am
- Full Service Cash Bar Saturday
- (3) Chandelier Set Up
- Cocktail Hour Set Up (5 Cocktail Tables)
- Foyer Set Up & Bar Concession
- Convention Services Kitchen/Food Prep Area
- Reception Rounds/Table and Chair Set Up
- Personalized Table Layout
- Discounted Group Hotel Block

TRADITIONAL: Capacity 300

Starting at **\$1,150**

*Build Your Own

Rental Includes:

- Convention Center Saturday 7 am - 11:59 pm on event day
- NOT GUARANTEED - Friday Set Up and Sunday Tear Down based on availability
- Full Service Cash Bar
- Foyer Set Up & Bar Concession
- Convention Services Kitchen/Food Prep Area
- Reception Rounds/Table and Chair Set Up
- Personalized Table Layout
- Discounted Group Hotel Block
- *See Facility Rental Application for additions

All Receptions must end by 11:59 pm on event day.



Rental Application

Event Date ____/____/____ Day of week _____ Est. # of people _____

Event Type: _____ Event Name: _____

Check all that apply.


- | | |
|---|--|
| <input type="checkbox"/> Convention Center | <input type="checkbox"/> Hospitality/Honeymoon Suite \$150-\$200 |
| o Clarke, Kipp & Lanning Rooms | <input type="checkbox"/> Cocktail Table \$10/each |
| <input type="checkbox"/> 2 Sections | <input type="checkbox"/> (3) Chandeliers \$100 or \$40/each ____ |
| o Clarke & Kipp Rooms | <input type="checkbox"/> Projector Rental w/ Clicker \$50 |
| o Kipp & Lanning Rooms | <input type="checkbox"/> Wireless Microphone \$10 (Convention Center only) |
| <input type="checkbox"/> 1 Section | <input type="checkbox"/> Lavalier Microphone \$20 (Convention Center only) |
| o Clarke Room | <input type="checkbox"/> Projection Screen - FREE |
| o Kipp Room | <input type="checkbox"/> Podium - FREE |
| o Lanning Room | <input type="checkbox"/> American Flag & Nebraska State Flag - FREE |
| <input type="checkbox"/> Cocktail Foyer w/ 10 Cocktail Tables \$100 | <input type="checkbox"/> Full Service Cash Bar \$150.00 |
| <input type="checkbox"/> Platte Conference Room - Full Day ____ 4hrs ____ | <input type="checkbox"/> 2hr Mini Cash Bar \$50.00 |
| <input type="checkbox"/> Courtyard - Full Day ____ 4hrs ____ | |
| <input type="checkbox"/> Pool Party Room - Full Day ____ 4hrs | |
| <input type="checkbox"/> Wedding: Elegant - Classic - Traditional | |

Event Set Up: _____ am/pm Event Start: _____ am/pm Event End: _____ am/pm

Full Service Cash Bar: _____ Bar Start: _____ pm Bar End: _____ am/pm
(Fee added to event rental total)

2hr Mini Cash Bar: _____ Bar Start: _____ pm Bar End: _____ am/pm
(Fee added to event rental total)

Breakout Services:

- | | | |
|---|---------------|------------|
| <input type="checkbox"/> Coffee & Bottled Water | \$2.50/person | #ppl. ____ |
| <input type="checkbox"/> Coffee – Bottled Water – Tea – Soda (Choose 3) | \$3.00/person | #ppl. ____ |
| <input type="checkbox"/> Coffee – Bottled Water – Tea – Soda (Choose 3) + Variety Danishes & Rolls | \$3.50/person | #ppl. ____ |
| <input type="checkbox"/> Coffee – Bottled Water – Tea – Soda (Choose 3) +  | \$3.75/person | #ppl. ____ |
| <input type="checkbox"/> Hot Breakfast Bar (served in Courtyard) | \$4.00/person | #ppl. ____ |

Outside Vendor Information: (if known)

Music/DJ: _____ Cakes/Desserts: _____
 Caterer: _____ Linens: _____



Liability Waiver

Thank you for your interest in C3 Hotel & Convention Center. We look forward to working with you. The Rental Application and non-refundable deposit are required to officially reserve your desired date. A rental agreement containing a summary of the event must be signed with the liability waiver to complete the booking process.

DEPOSITS & CANCELLATIONS – All bookings are based on a first come first serve basis. Rentals made 30 days or less, full payment will be due upon booking. Non-refundable deposit is due at the time of reservation and will go towards total amount due. Final payment is due 30 days prior to event date. C3HCC reserves the right to cancel due to unforeseen circumstances or unsafe weather conditions. In such case, all rental fees paid to date (including non-refundable deposit) will be refunded. Changes or cancellations by Renter must be made in writing.

Deposits: *(non-refundable)*

- Convention Center (3) - \$200.00
- Convention Center (2) - \$150.00
- Convention Center (1) - \$100.00
- Platte Conference Room - *All sales final*
- Pool Party Room – *All sales final*
- Courtyard - *All sales final*

Cancellation Policy:

- 30 Day Notice – 100% *minus non-refundable deposit*
- 21 Day Notice – 50% *minus non-refundable deposit*
- 14 Day Notice – 25% *minus non-refundable deposit*
- Less than 14 days' notice - *no refund applicable*
- All Events Booked less than 14 days – *All sales final*

ALCOHOL – Full Service Cash Bar \$150.00 + tax. All on site bar services are provided by Roadhouse Catering, LLC. Consumption of alcohol by a minor is unlawful and not permitted. The right to refuse service to any guest for any reason is solely the responsibility and at the discretion of Roadhouse Catering, LLC. Events will end by 11:59pm unless other arrangements have been made.

OUTSIDE VENDORS – Renter will be responsible for arranging outside vendors. Renter is responsible for all vendors to follow time restraints and clean up requirements.

DECORATING/CLEAN UP – C3HCC must approve decorations to the walls or ceilings (*12ft*). Nails, tacs or staples are not permitted on any walls. Painters tape, sticky tac or command hooks are recommended. The Renter is responsible for the cost of repairing any part of the site to its previous condition. Decorations and personal belongings must be removed, and any leftover bottles, food or plates/utensils must be thrown away. The Renter is responsible for leaving the facility in the condition, which it was provided. Any items left by the Renter is the sole responsibility of the Renter.

RENTER RESPONSIBILITIES – C3HCC does not relinquish the right to manage and control the facility. Any rules and regulations will be enforced as deemed necessary. Any official, employee, or designated representative may enter the property at any time. Renter's use of the facility shall not violate any local, state or federal law. C3HCC reserves the right to rent the facility to multiple renters, if there is no conflict of use or time.

Release of Liability

*I agree that I have carefully read the Liability Waiver terms & conditions, and as Signer, I sign it with full knowledge of its contents, significance, responsibilities, and potential consequences. By Signing, I understand that I forfeit all right(s) to bring any legal action, including but not limited to lawsuit(s) against C3 Hotels, LLC., C3 Hotel & Convention Center, C3 Hotel Hospitality, C3 Hotel owner(s), Roadhouse Catering, LLC. and/or its employees or representatives, for any reason, including negligence or gross negligence. I have read and agree to the policies and regulations as set forth for the use of the facilities for the purposes described.

First & Last Name: _____

Phone: _____

Address: _____

Email: _____

City / State / Zip _____

*Authorized Signature

Date: _____



Recommended Vendors

(alphabetical order)

CATERING:

Bullseye Sports Bar & Grille
402-463-9022
www.bullseyesportsbar.com

Kitty's Roadhouse/
Roadhouse Catering, LLC.
402-463-9225
www.kittysroadhouse.com

Murphy's Wagon Wheel
402-463-3011
www.murphyswagonwheel.com

Runcie's Catering
402-984-8459
www.runciescatering.com

MISC:

A Perfect Gift - Flowers
402-462-6060
www.aperfectgiftllc.com

Aww Snap! – Photo Booth Rental
402-469-9696
www.awwsnap.biz

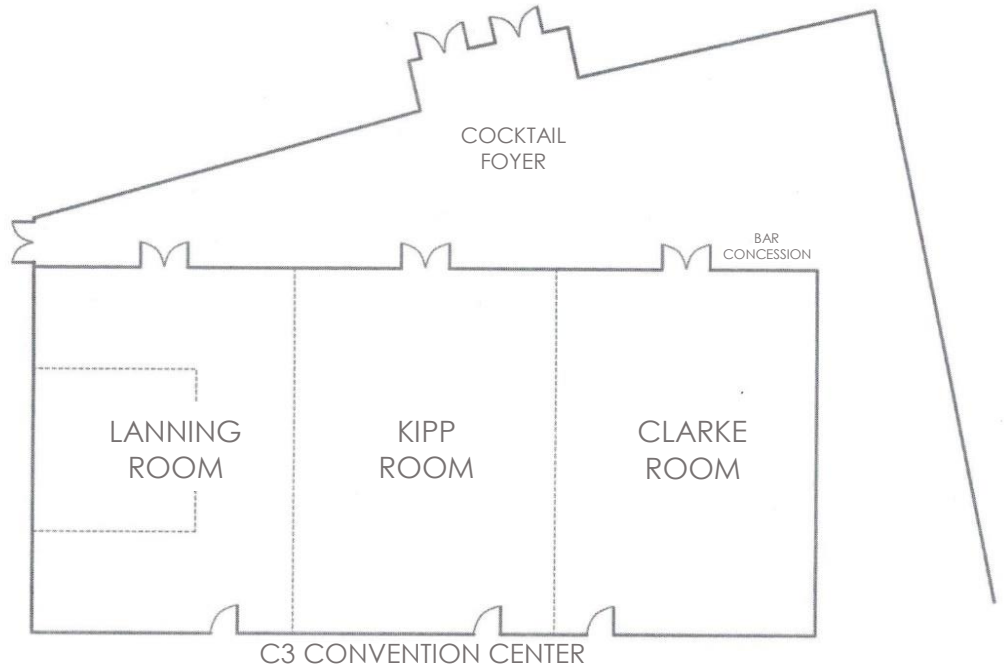
Big G Ace – Linens
402-462-5181
www.acehardware.com

Michelle's Scrumptious Bakery – Cakes/Desserts
402-461-6737
<https://www.facebook.com/michellesscrumptiousbakery/>

Russ' Market – Cakes/Desserts
402-463-3574
www.russmarket.com/catering-to-you/

Steve's Lighting & Sound – DJ & Lighting
402-463-5942
steve@tri-citydj.com

Xtreme Ride – Party Bus/Transportation
402-984-0447
www.Xtremeridellc.com



- Available Tables & Chairs:
- 400 Gold Banquet Chairs (37.5 tall, 16in. seat)
 - 40 Black Dining Chairs
 - 20 Black Cocktail Table Chairs
 - 35 5ft Reception Rounds
 - 10 3ft Black Tall Cocktail Tables
 - 10 Black Card Tables
 - 40 6ft Buffet Tables
 - 45 Skinny 6ft Classroom Tables

Please find more information at www.C3Hotels.com.



Updated 2/21/18