

Bend's Community Center is conveniently located near the heart of the downtown area with easy access to the main thoroughfares—Hwy 97 & Greenwood Avenue—and is handicap accessible throughout.

This beautiful historic brick building is the perfect setting for all events, from intimate workshops of 10 people to large conferences for 300. Its onsite commercial kitchen enables us to offer full-service catering for all food and beverage needs. Parking is readily available in the lot at the rear of the building and on the street.

**Questions? Please contact:**  
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# Hall Rentals

**Bend's Community Center**

1036 NE 5th Street

Bend, OR 97701

[www.bendscommunitycenter.org](http://www.bendscommunitycenter.org)

541-312-2069



# Hall and Room Rentals

**The Community Hall** (2,400 sq. ft.) seats up to 250 people and includes a professional-sized stage and PA system. It is shaped like a large auditorium with right and left side entrances. Graced with towering windows and a 15-ft high ceiling, the hall has air walls for break-out rooms, a mini-kitchen with a refrigerator, microwave and coffeemaker, and a side area perfect for light food service/bar, information, sign-in or sales tables.



**Two conference rooms** can be created in the Community Hall with the use of air walls. Each section seats 100 and may be rented separately depending on activity. Handicap-accessible bathrooms are located on either side of the stage and two larger restrooms are located at the end of the adjacent cafe.



**The Cafe** (1,429 sq. ft.) is located in the rear of the building adjacent to the Community Hall. The dining area accommodates up to 95 people, either in a comfy, family-style atmosphere or a standard banquet setting.

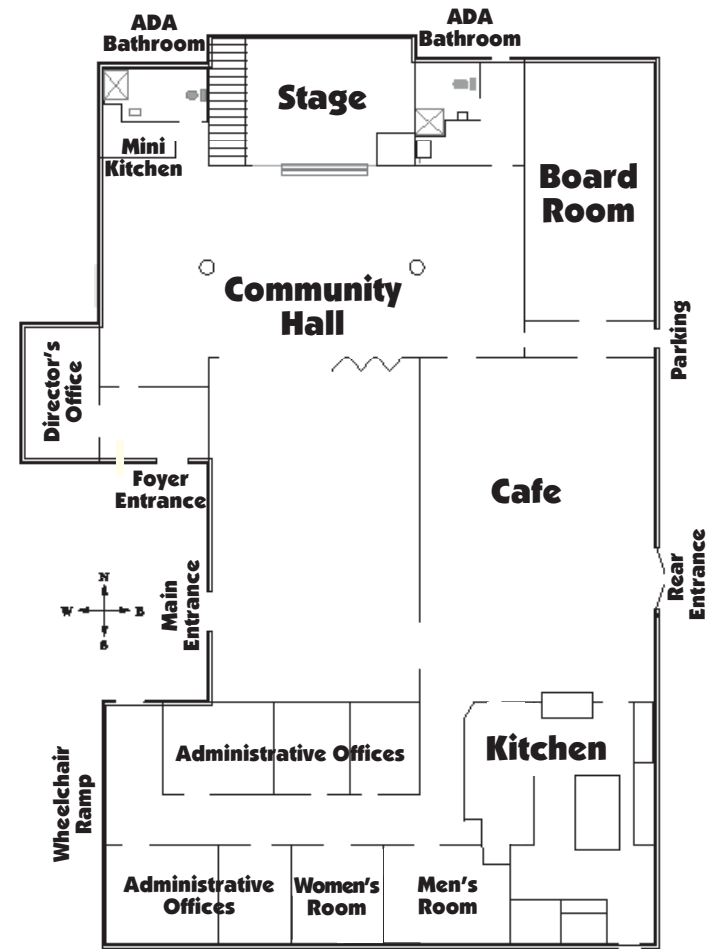


**A commercial kitchen** adjacent to the cafe is capable of serving up to 300.

**The Board Room** (465 sq. ft.) seats up to 25 people and works well for private meetings, workshops, wedding parties, a children's room, or as a break-out area for larger conferences.

**Additional Services & Amenities:** BCC is handicap-accessible with 4 ADA bathrooms and 2 ADA showers. A FAX machine, copier, easels, dry erase boards, additional equipment (e.g. chairs, tables, TV, VCR, CD's, slide screen) and services (e.g. setup, cleanup, office support) are offered at reasonable rates. Inhouse catering and bar service are available. The sound system is not included in the hall rental rate and requires a deposit.

**Preview Appointment:** Call BCC at 541-312-2069 Monday through Saturday from 9am - 5pm. After-hours appointments are also available.



## Fee Structure (All rentals are in full hour increments)

Rented Area/Capacity (Varies Depending on Activity and Setup)	Per Hour	4 Hours	10 Hours	24 Hours
Full Community Hall (250 capacity)	\$65	\$260	\$650	\$1,560
1/2 of Community Hall (100 capacity)	\$40	\$160	\$400	\$960
Cafe (75-95 capacity)	\$30	\$120	\$300	\$720
Commercial Kitchen (w/Hall Rental)	\$15			
Commercial Kitchen (wo/Hall Rental)	\$25			
Community Hall/Cafe (350 capacity)	\$95	\$380	\$950	Variable
Board Room (25 capacity)	\$20	\$80	\$200	Variable
All Rentable Rooms (does not inc. Admin Offices)	\$110	\$440	\$1,100	Variable

Events with alcohol, or those that use a sound system (e.g. music) must rent all rooms. Rentals longer than 4 hrs - or - with alcohol require a fully refundable deposit. The key for after hour events must be picked up no later than 4:30 pm day of the event. Rental discounts are available for nonprofits, repeat, and long-term rentals.