

## Facilities Guide

The Waterloo Center for the Arts offers a variety of spaces to host your next event, whether that be a wedding, a graduation party, or 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 [wca-events@waterloo-ia.org](mailto:wca-events@waterloo-ia.org).

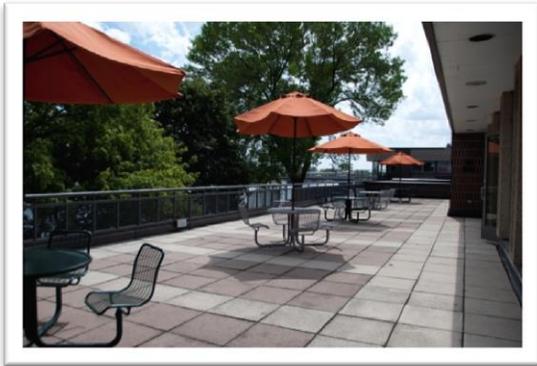
### Our Spaces

The Rotary Room, one of our smaller spaces that overlooks the river, is perfect for meetings and small gatherings. Accommodates up to 25, projector available, built in counter space, handicap accessible.

(\$75\*)



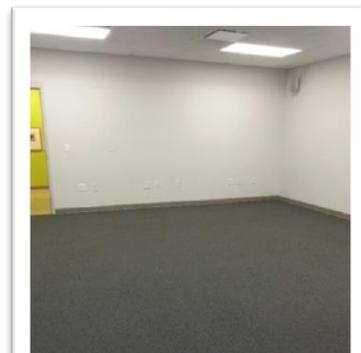
Rotary Room



Rotary-Lichty Rooftop

Rotary-Lichty Gallery clients looking for both indoor and outdoor spaces can add the deck onto their Rotary rental. Accommodates up to 125, overlooks the river, strung café lights available. Extra seating can be requested. (\$180\*)

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



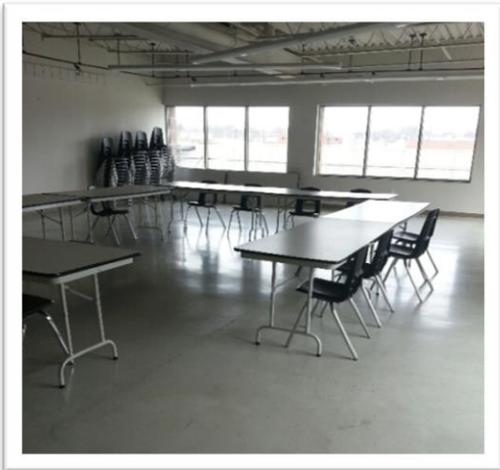
Media Gallery

The Hurwich Room is a mid-sized room that can accommodate up to 30. It's equipped with a projector, located near a kitchen, and can be divided into two separate rooms. (\$80\*)



**Hurwich Room**

The Visual Arts Studio is a bright mid-sized room that can accommodate up to 40 and overlooks the river. It's perfect for birthday/retirement/graduation parties and is in close proximity to the Phelps Youth Pavilion. Handicap accessible, built in counter space with sink, fridge available. (\$120\*)



**Visual Arts Studio**



**Hurley-McCoy Deck**

Clients renting the Visual Arts Studio can add the attached Hurley-McCoy Deck to provide indoor and outdoor space. It overlooks the Cedar River and has fixed seating, more seating can be requested. Accommodates up to 100. (\$180\*)

The Riverside Sculpture Plaza is an outdoor space, perfect for weddings, located near the Schoitz River Rooms along the Cedar River.



**Riverside Sculpture Plaza**

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It has fixed seating and extra seating can be requested. Accommodates up to 150. (Prices vary for weddings. \$160\*)

The Frank E. Watkins Foyer is located in the center of our facility, next to the Café and galleries. Accommodates up to 125. (\$250\*)



**Frank E. Watkins Foyer**

Petersen Town Hall is a large space that accommodates up to 165. It is in close proximity to a kitchen, built in stadium style risers that commonly are used to elevate wedding parties and performers, handicap accessible. (\$250\*)



**Petersen Town Hall**

The Law Court Theatre is located within our galleries. It offers fixed seating for 72, accommodates up to 125, handicap accessible, built in projector. (\$200\*)



**Law Court Theatre**

The Hope Martin Theatre is used primarily by the Waterloo Community Playhouse/Black Hawk Children's but may be rented upon availability, fixed seating for 368. (\$650\*)

Schoitz River Rooms I-III feature a large ballroom that can accommodate up to 250 with riverfront views and access to outdoor patio. 3 projectors available, customizable lighting, and an industrial kitchen. The room can be divided into 1/3 or 2/3 for a smaller space. Costs vary for weddings, see Wedding Guide. (1 room: \$120\*; 2 rooms: \$250\*; Full room: \$400\*)



**Schoitz River Rooms**

\*All rentals based on 1-4 hours, with additional rates available for 4+ hours. Wedding rates based on all day rental. Nonprofit rates available. Rates subject to change without notice.

## **RiverLoop Facilities**

The Amphitheatre/Arts Mall is the perfect venue for clients looking for an outdoor space to host a large scale event, concert, or wedding. It can accommodate up to 3,000, offers fixed stadium seating, beautiful riverfront and city skyline views, handicap accessible, and access to bike path. (\$1,000\*\*)



**RiverLoop Amphitheatre**



**RiverLoop Expo Plaza**

The Expo Plaza is perfect for clients looking for an outdoor space to host a large scale event or wedding. Located a short walk from the Art Center, the Expo Plaza accommodates up to 5,000 and is handicap accessible. (\$1,000\*\*)

\*\*All rental rates based on all-day rental. Nonprofit and half-day rates available. Rates subject to change without notice.

### **Waterloo Boat House**

The Waterloo Boat House is the perfect place to host business meetings, birthday/graduation parties, baby/wedding showers, receptions, and small weddings. This intimate and private setting overlooks the Cedar River. Seating for 72, capacity 120. Beer and wine can be brought in. Access to kitchen and elevator, handicap accessible, and two flatscreens with cable and free wifi available. (Monday-Thursday \$150 for a 4 hour rate, \$225 for an 8 hour rate; Friday-Sunday \$250 for a 4 hour rate, \$400 for an 8 hour rate)



**Waterloo Boat House Interior**



**Waterloo Boat House Exterior**

## Facility Amentities

	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	X
Hope Martin Theater	X	X	X			X	X	
Schoitz I-III	X		X	X	X	X	X	X
Amphitheatre	X	X	X		X	X	X	
Expo Plaza	X		X		X	X		

## Additional Amentities Available

Table Linens, \$6/linen

Ice Table, 3 available, \$35/table

Pipe and Drape, \$40

Projector/Screen, \$40

Beverage Service, see below

Piano, \$50

Sound System, \$100

Stage, 4-4x8 available, \$35

Tents, 10 available, \$50/tent

## Beverage Service

**Alcohol Service Fee** | Clients wishing to have a bar at their event (open bar, cash bar, and/or tickets) are required to pay an alcohol service fee. (\$100)

**Bartender** | All events with alcohol present are required to have a licensed bartender present at all times when alcohol is being served. We take care of hiring the bartender for you. (\$10/hr)

**Security Guard** | All events with alcohol present are required to have an Off Duty Police Officer present at all times when alcohol is being served. We take care of hiring the Security Guard for you. (\$33/hr)

**Special Requests** | Domestic kegs (i.e. Bud Light, Coors Light, Miller Lite, Budweiser) can be purchased. For a specialty beer request, we will provide an estimate and order for you, prices vary. Kegs yield 120-16oz cups. (\$225)

## Bar Options\*

**Beer** | Guinness, Corona, Coors Light, Budweiser, Blue Moon, Bud Light, Redd's Apple Ale

**Malt Beverages** | Mike's Hard Lemonade, Mike's Hard Lemonade Cranberry

**Wine** | Pinot Grigio, White Zin, Merlot, Chardonnay, Cabernet (Salmon Creek), Moscato (Beringer)

\*All bar options subject to change based on availability, (\$4/drink)

## Catering Options

We do not require clients to use a specific caterer; this allows clients the freedom to choose whoever they want to cater their event. Below we have listed the most commonly used caterers at the Waterloo Center for the Arts.

Randalls, this family owned restaurant of 30-years has a large selection to choose from. Call 319.988.3377 and visit [randallsmeatsandcatering.com](http://randallsmeatsandcatering.com).

Call any of these HyVee locations to cater your reception.

- Crossroads HyVee | 1422 Flammang Drive, Waterloo, IA | 319.234.1774
- Logan HyVee | 2181 Logan Ave, Waterloo, IA | 319.234.8627
- Ansborough HyVee | 2834 Ansborough Ave, Waterloo, IA | 319.233.3266
- University HyVee | 4000 University Ave, Cedar Falls, IA | 319.236.0580

Moment in Thyme, headed by Chef Len Swiatly, is committed to providing impeccable service, hand-prepared cuisine and elegant, memorable experiences. Call 319.269.6658 or email [ljswats@cfu.net](mailto:ljswats@cfu.net).