

Tacoma Mountaineers
Clubhouse Rental Information
2302 N. 30th Street, Tacoma WA 98403
Phone: 253-566-6965, email: Helen Engle at hengle@iinet.com

The Mountaineers Clubhouse, located in Old Town Tacoma, is owned and operated by the Tacoma Mountaineers and is available for rent to the public when not in use by the club members. This is a casual venue available for weddings, receptions, meetings, ceremonies, private parties and special events.

We handle rental business by mail and phone. To see the facility please contact Helen Engle at phone or email listed above so that can be arranged.

Facility description:

- One large hall, 40' x 70', with kitchen, gas fireplace and small stage
- Capacity 179 people maximum
- Linoleum flooring, suitable for dancing
- Large front windows with partial view of Commencement Bay
- Private fenced backyard
- Free parking is on street and in a city-owned parking lot adjacent to facility

Amenities provided:

- 16 banquet tables (3' x 8'), seat 8 – 10 people
- 120 chairs
- One 100-cup coffee urns
- Two 30" ranges
- Two full size refrigerators
- Small microwave
- Two kitchen sinks
- Basic cleaning supplies
- Recycling containers
- Garbage cans and dumpster

Tacoma Mountaineers
Clubhouse Rental Information
2302 N. 30th Street, Tacoma WA 98403
Phone: 253-566-6965, email: Helen Engle at hengle@iinet.com

2011 Rental Fees:

Monday – Friday daytime

\$50 per hour, 4-hour minimum; or \$350 for 8 - 10 hours (7AM – 5PM)

Friday – Sunday

\$100 per hour, 4-hour minimum; or

\$600 for noon-midnight; early set-up time is available 10 AM – noon for additional fee of \$50 per hour.

Rental fee is due three weeks before the rental date. Payment accepted by check or money order. A discount is available for current members of the Mountaineers.

Reservation/Damage Deposits:

\$300 deposit is required to hold the date once availability is confirmed. Payment is accepted by check or money order for the reservation/damage deposit.

This deposit becomes the liability and damage deposit and is refundable after the event, providing the renter leaves the facility as outlined in the rental agreement. The damage deposit may be retained in full or partial amount if needed to offset the cost of damage repair, replacement and/or excessive cleaning of the building, grounds, furniture and/or fixtures. It may also be used to offset additional rental or damage fees that may be incurred as a result of your event.

After we review the nature of the event, confirm availability of the facility, and renter decides the Clubhouse is right for the event, we send a rental agreement that is signed and returned by renter to the Mountaineers at 2302 N. 30th, Tacoma, WA 98403. Payment by check or money order can be mailed with the signed agreement.

Tacoma Mountaineers
Clubhouse Rental Information
2302 N. 30th Street, Tacoma WA 98403
Phone: 253-566-6965, email: Helen Engle at hengle@iinet.com

General Use Information:

1. The rental of the facility includes the main hall, kitchen, restrooms and backyard. It does not include use of Clubhouse audio/visual equipment or outside climbing wall.
2. The hours available for rental Mondays through Fridays are 7 AM – 5 PM and Fridays through Sundays are 12 PM (noon) – 12 AM (midnight). Early set-up/decorating time is allowed for Friday, Saturday or Sunday rentals between 10 AM - noon for an additional fee of \$50 per hour.
3. Smoking is only permitted outside the building. Receptacles for cigarette butts are available outside the front door and in the backyard. Cigarette butts may not be left on the ground.
4. The indoor gas fireplace is controlled by a timer switch by the fireplace.
5. No weapons or illegal drugs are allowed in/on the Mountaineers property.
6. Linens, cooking utensils, dishes, and silverware are not provided. Renter must supply own.
7. Renters are responsible for cleaning the facility. This includes cleaning residue from kitchen sinks, sweeping up all debris and mopping up any spills. Bathrooms should also be swept and mopped if needed.
8. Garbage must be bagged, tops secured and placed in dumpster in alley behind the Mountaineers backyard. Garbage may not be left to cans or bags in backyard or in the facility.
9. Recycling of glass, paper, cans and plastic is required and bins are provided for this. Non-compliance is an automatic \$50 minimum deduction from the deposit. Renter must remove excess recycling.

Tacoma Mountaineers
Clubhouse Rental Information
2302 N. 30th Street, Tacoma WA 98403
Phone: 253-566-6965, email: Helen Engle at hengle@iinet.com

10. Use of candles in glass votives is allowed. Helium balloons are allowed but caution must be taken to ensure that the balloons do not float to ceiling or get snared in overhead fans.
11. Throwing of birdseed, rice, confetti, etc is not allowed inside or outside the building. No glitter-type confetti is allowed anywhere. No fog, bubble or smoke machines are allowed.
12. Tables and chairs may be set-up as desired but must be returned to appropriate racks when finished. Spills must be cleaned off chairs and tables before stacking on racks.
13. Mountaineers plaques, pictures and display items must be left in place.
14. No tape or marker pens are allowed on the floors. Do not drive nails into beams, walls or woodwork. Do not attach anything to overhead fans.
15. The renter, guests, or caterer of your choice can provide food.
16. Use of alcoholic beverages requires a temporary banquet permit issued by the Washington State Liquor Control Board and is the renter's responsibility. You can get a banquet permit for \$10 at any local liquor store. It must be posted in a conspicuous place during the event. No underage drinking is allowed. No kegs or champagne fountains are allowed.
17. The Tacoma Branch of the Mountaineers does not allow renters to charge admission or sell food and/or beverages.

###