



Other Party Options:

The Community Center offers birthday party packages Friday – Sunday for 12 or more patrons that include the use of the pool or gym and a decorated activity room for 2-1/2 hours. A party host helps coordinate the event which includes invitations, pizza, beverages, ice cream, and goody bags for all participants. Other options include use of the inflatable castle, pull string piñata or choice of a themed party package.

If you want a private party, the facility is available on Saturday evenings for an all night rental. This package includes the use of the indoor pool for two hours, gymnasium, dance studios and other rooms as needed.



Troy Community Center

3179 Livernois
Troy, Michigan 48083
248.524.3484 • fax 248.689.6497
www.troymi.gov/parksrec
Visit us on Facebook

CELEBRATE EDUCATE AND PLAY



at the
Troy Community Center



If you are looking for a facility to host your special event, consider the Troy Community Center. The Community Center has several meeting and banquet rooms to accommodate a wide range of large or small events including banquets, corporate functions, showers, and bar/bat mitzvahs. Playful spaces also exist for events that may need the use of a gymnasium, indoor pool with play features, arts and crafts room or Teen Scene with a variety of games. Our outstanding facility, coupled with a helpful event planning staff, a variety of audio visual equipment and flexible catering options will make your next event truly outstanding.

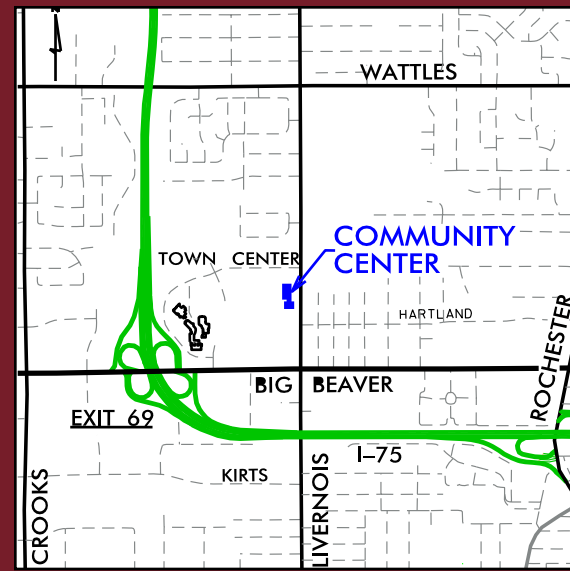


Accommodations

- Offers a variety of rooms that can accommodate banquets, business meetings, seminars, bridal and wedding showers, bar/bat mitzvahs, and many different types of special events
- Contemporary domed light fixtures offer modern style and elegance with a variety of light level settings
- Private, sound-proofed rooms with acoustically treated walls and doors
- Banquet room with 16'x 28' stage and 40'x40' dance floor
- Equipped with professional audio video equipment including computer projectors, microphones and televisions with DVD players
- Complimentary wireless internet access throughout the facility
- A variety of table sizes and chairs set up by facility staff
- Computerized setup diagrams available to assist with event planning
- Caterer available to serve events of 30 or more with a variety of food options
- Recreation opportunities available at indoor pool, gymnasium or teen room which features billiards, air hockey, video games, foosball and a large screen TV
- Alcohol free and non-smoking facility

Room	Theater Style	Oval Tables	School Room
Meeting (301 or 302)	66	48	72
Meeting (303)	136	88	96
Meeting (304)	153	136	128
Meeting (305)	153	136	144
Banquet (304 & 305)	460	272	256
Dining (402)	180	128	96
Conference (403 or 404)	NA	8	NA
Activity (503)	49	48	48
Activity (504)	49	48	NA

Oval Table (6' x 5') seats 8
 Seminar Table (8' x 18") seats 4
 Expo/Catering Table (8' x 30") seats 4
 Rectangular Table (12' x 30') seats 6
 Cocktail Table (30" diameter)
 Card Table (3' x 3') seats 4



Troy's convenient location in the heart of Oakland County is just 20 miles from Detroit. The Troy Community Center 3179 Livernois, is accessible from many highways for your event attendees.



Reservations

To make a reservation, follow these simple steps:

- Obtain a room reservation form and other information at the Community Center or online at www.troymi.gov/parksrec/communitycenter.asp.
- Call 248.524.3484 to inquire about room availability and room rates.
- Submit reservation request and deposit. Confirmations will be made within 24 hours.
- Directly contact the preferred caterer (if applicable).
- Full payment is expected five days prior to the event.
- Reservations are accepted up to 18 months in advance.



Parks and Recreation

Lloyd A. Stage Nature Center



Room/ Space	Square Feet	Approx. Capacity Theater Style Seating In Benches	Troy Based Non-Profits and/or Resident Groups	Non- Resident Groups
Room 116 or 117	625	60	\$50/hr.	\$60/hr.
Room 116 & 117	1250	120	\$100/hr. \$380/4 hrs.	\$120/hr. \$440/4 hrs.
Nature Center Grounds	—	—	\$100/hr. \$380/4 hrs.	\$120/hr. \$440/4 hrs.

After Hours Rentals: A fee of \$50 will be added to all rentals that take place when the Nature Center is closed.

The Hours of Operation Are: Monday - Closed, Tuesday through Saturday - 8:30am to 4:30pm, Sunday - Noon to 5pm.

Audio Visual Equipment Rental: TV (32"), VCR/DVD \$20, Computer Projector \$35, Easel \$10, Whiteboard/Easel \$15

Catering: An outside caterer fee of \$30 is charged for events in which a meal is served.

Payment: A \$30 non refundable deposit is required at the time of application. Full payment is expected 5 days before the date of the event.



6685 Coolidge Highway
Troy, MI 48098

Phone: 248.524.3567 • Fax: 248.879.9241



**Piper's Pub at
Sanctuary Lake Golf Course**
is a full service restaurant and bar.
Located within the clubhouse at
Sanctuary Lake, Piper's Pub offers
a full daily menu as well as extensive
catering options. With seating for
up to 50 people inside the clubhouse
as well as seating for 140 on the
outdoor patio, Piper's Pub is perfect
for your next gathering.
The clubhouse is available for outings
and parties year round.

**For reservations and pricing
information, please call
248.879.3776**



Troy Community Center

Room	Non Profit Res. Rate	Troy Business Rate	Non-Resident Rate
Indoor Pool	\$236	\$306	\$346
Gym (Full/Half)	\$90/\$50	\$110/\$60	\$140/\$80
Dance Studio A/B/C/D	\$20*	\$40	\$50
Activity Room 502/503/504	\$20*	\$40	\$50
Arts and Crafts or Teen Scene	\$20*	\$40	\$50
Dining Room 402	\$20*	\$40	\$50
Conference Room 403/404	\$15*	\$30	\$40
Meeting Room 301/302/303	\$20*	\$40	\$50
Banquet Room 304 or 305	\$20*	\$40	\$50
Banquet Room 304 & 305	\$30 Set Up/\$55*	\$95	\$115

GROUP CLASSIFICATIONS

Non-Profit Resident Group – Any non-profit tax exempt corporations, community/civic organizations, churches, fraternal bodies, educational units, or government organizations that consist of at least 75% Troy residents and supply a 501 (C) number or tax exempt certificate. A roster of the names and addresses of the attendees is required.

Troy Business Group – Any business located within the Troy city limits. This rate also applies to a resident hosting an event that consists of 75% Troy residents (roster consisting of the names and addresses of attendees is also required).

Non-Resident Group (Business/Public) – Any business that is located outside the Troy city limits or public group that does not consist of 75% Troy residents. Events open to the public fall into this category.

RESERVATION INFORMATION

Room Rental Rates: Rates listed above are **per hour during regular business hours** (M–F 8 am–10 pm, Sat 8 am–1 pm). An additional staffing fee will be assessed outside of these times.

Non-Profit Resident Groups* may reserve one room (with the exception of the pool and gym) per month at no charge during times when the Administrative Desk is staffed (M–F 8 am–9 pm, Sat 8 am – 1 pm). The combined banquet room (304–305) will incur a \$30 set up fee for all reservations. The “Troy Business Rate” will be assessed anytime after the facility is closed.

STAFFING FEE: A staffing fee of \$15/hour per staff member will be added to all room rentals that take place outside of regular business hours. The rate on city designated holidays is \$20/hour. Staffing will include a building supervisor and custodian.

AUDIO VISUAL EQUIPMENT

Computer Proj.....	\$50	Telephone Line	\$25
TV (50")/DVD/VCR.....	\$30	Podium	\$10
TV (32")/DVD/VCR.....	\$20	Copies.....	\$.25 ea.
Piano.....	\$30	CD Player	\$10
Microphone.....	\$10	Easel/Flip Chart.....	\$10
Direct Internet.....	\$50	White Board	\$10
Wireless Internet.....	Free	Projection Screen	Free

LINEN RENTAL (Available in White)

Oval Table (90" x 90") or Rectangular Table (120" x 52") - \$4.50 each, Napkin - \$.30 each

FOOD POLICY

Groups wanting to serve food at their event, have the following options:

1. Order from A and S Catering, the preferred caterer for the Troy Community Center. The group will receive a 35% discount on the room rental charge if a qualifying meal over \$5 per person is ordered and the rental is at least two hours. Contact A and S Catering at 313.525.1300 or view their menu on our website: www.troy.mi.gov/ParksRec/CommunityCenter
2. Order from another caterer or carry in food prepared from home, store or restaurant. The following conditions and charges will apply:
 - a. Cleaning Fee: \$30
 - b. Non Preferred Catering Fee (per person) - \$.75 for breakfast, \$1 for lunch, \$2 for dinner
 - c. The cleaning and catering fee will not be charged for events that serve only beverages or snacks.
 - d. The kitchen is not available to groups or outside caterers.
 - e. Qualifying non-profit groups that meet residency are not subject to the cleaning or catering fee.

