

McCHORD CLUB ROOM CAPACITY AND RATES

Rooms	Capacity*	Usage Fee (8-hr)*		
		Mon–Thur	Fri & Sat	Sun & Hol Premium
Entire Building		\$1,200	\$1,700	\$2,000
Entire Ballroom	375	\$800	\$1,200	\$1,500
Forest	50	\$200	\$250	\$350
Cascade	50	\$200	\$250	\$350
Forest and Cascade	100	\$350	\$450	\$500
State	100	\$350	\$450	\$500
Rainier	100	\$350	\$450	\$500
Heritage	75	\$300	\$400	\$500
Fireside	25	\$150	\$200	\$300
McChord Pub	60	\$200	\$300	\$350
Olympic	65	\$250	\$300	\$400
Moose Lodge	40	\$150	\$200	\$250

*Additional fee of \$100/hr. assessed to add-on hours.

**With other room rental. Excludes beverage station.

Room usage fee reduced by 50% with food and beverage (excluding alcohol) sales exceeding \$6,000.

Usage fees are still applicable if room is not used for entire usage window.

Previous day for setup constitutes a day of use.

MWR Catering has limited cables and auxiliary cords for use.

Contract signing and all applicable deposits must be made within 72 hours of making the reservation with a 50% room fee required to hold a reservation.

Final payment is due in full 48 hours prior to event start.

Menu item prices are subject to change with significant increase in market prices.

Room rentals include:

Setup of tables and chairs.

5 linens included per room rented with catering.

Projector and screen (when available) Wi-Fi, beverage station with coffee (3 gal. per reservation) and water. *Additional coffee and other beverages may be purchased at time of booking.*

Self setup:

Forest, Cascade, Evergreen and Olympic rooms available at 50% of room usage fee for self set up events. **Only available for official military functions** Monday-Friday, 7 a.m.-5 p.m.

Excludes beverage station and use of linens.