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The PROFESSIONAL
DEVELOPMENT CENTER
at the Flagship

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& Professional Development Center**

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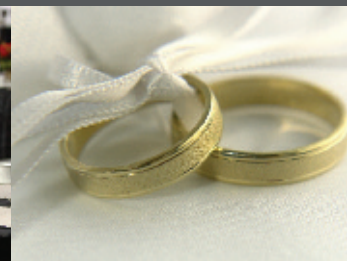


Academic and Christian Discovery

Wedding Events
Rehearsal Dinners & Wedding Receptions
at ANDERSON UNIVERSITY



Rehearsal Dinners & Wedding Receptions



Anderson University Campus

Reardon Lobby

Price: \$900*
Capacity: main floor — 250 people
balcony — additional 100 people

*Catering is an additional fee and will be coordinated by AU Dining Services.

Price includes:

- Facility usage
- Tables and chairs (*head tables for bridal party, 10 round tables, and up to 250 chairs*)
- Room set-up/tear down
- Services of lobby coordinator (*up to 4 hours — see additional fees*)
- Sound system
- Data projector & screen

Reardon Auditorium

Price: \$250*
Capacity: 2,200 people

*Price is based on the use of the auditorium in conjunction with the use of the lobby.

Outdoor Campus Usage

Price: \$250

Price includes:

- Use of outdoor space
- 2 rooms for wedding-party preparation
- Set-up/tear down of tables and chairs



Anderson University Flagship

Pricing Structure**

<u>Attendees</u>	<u>Price</u>
50 (minimum)	\$600
51-100	\$700
101-150	\$800
151-200	\$900

** Catering is an additional cost and will be coordinated with the PDC Dining Services.

Price includes:

- Facility usage
- Tables and chairs (*head tables for bridal party, up to 21 round tables with 10 chairs each, equal 210 attendees*)
- Room set-up/tear down
- Services of event coordinator
- Sound system
- Data projector & screen

Information and policies for all facilities

- A host or hostess will assist throughout the event.
- Events requiring catering must use Anderson University Dining Services.
- Smoking is not permitted on property.
- Alcohol is not permitted on property.
- Additional rental of equipment can be arranged by the facility. (*See services available*).
- Events must have Anderson University liability insurance.

Services Available

Transportation

- May be requested for locations in Anderson and surrounding areas.

Linen

- Upon request, our staff will reserve specialty tablecloths and other necessary linens.
- White or ivory linens for buffet and guest tables are included in the catering cost if dining services are used.

Hotel Bookings

- Hotel blocks can be arranged for out-of-town guests.

Table & Chair rental

- Additional tables and chairs will be rented by Reardon Auditorium for the direct rental cost of the outside vendor. Price quote available upon request.

Additional fees

- Table linens: \$5
- Skirting: \$15 (per skirt)
- Risers: \$15 (per 4' x 8' section) includes set-up
- Pipe and Drape: \$50 (up to 72' x 8' tall) includes set-up
- Reardon Sound Technician (*if requested*): \$12.50 per hour (*meal must be provided for tech*)
- Lobby Coordinator: \$12.50 per hour (*beyond 4 hours of included services*)