

Indian Harbour Beach Community Services Center

The Indian Harbour Beach Community Services Center is located approximately ½ mile north of the Eau Gallie Causeway, and just east of South Patrick Drive. Nestled in the beautiful 27-acre Gleason Park, the Community Services Center offers an ideal location for wedding receptions, parties, classes, and meetings. The Main Hall provides 2,850 square feet of space for a maximum capacity of 250 people. The Meeting Room may be rented for meetings and classes with a maximum of 40 people. Rentals are available Friday – Sunday. Clubs, classes, and organizations sponsored by the City meet during the week.

OFFICE HOURS: Monday-Friday, 9:00 a.m. – 5:00 p.m.

RENTAL HOURS: Friday: 7:00 p.m. – midnight

Saturday: 7:00 a.m. – midnight

Sunday: 7:00 a.m. – midnight

ADDRESS: 1233 Yacht Club Blvd. Indian Harbour Beach, FL 32937

PHONE: (321) 773-0552 **FAX:** (321) 773-0566

RENTAL PROCEDURE

- | | |
|---|---|
| <ol style="list-style-type: none"> (1) Make reservations at the Indian Harbour Beach Community Services Office. (2) Turn in Security Deposit, Policies & Rules Agreement, & Letter Requesting Usage (see Pol. & Rules pg. 4 for format) within 7 days. Security Deposit must be paid in addition to Rental Fee & is completely refundable if nothing is damaged and the facility is properly cleaned. (Note: Your check will be deposited in the bank.) (3) Rental Fee is due 30 days prior to function. | <ol style="list-style-type: none"> (4) Pick up key and sign Rental Agreement on the last working day before your function. (Office Hours are M-F 9am-5pm) (5) Official usage begins upon entrance of the complex by anyone affiliated with the party using complex, including decorators, caterers, etc. (6) Return key on first working day following your function. (7) Security Deposit refund check will be mailed within 10 days following key return. |
|---|---|

MAIN HALL

	Rental Fee	Security Dep.
Residents of Indian Harbour Beach	\$250	\$250
Non-Residents of Indian Harbour Beach	\$350	\$250

*Renter must live within the City Limits of Indian Harbour Beach to be eligible for the Resident rate.

INCLUDED IN MAIN HALL RENTAL:

- 43 tables (6ft x 2.5ft rectangular)
- 250 chairs
- 12' x 16' stage
- Full Kitchen
- Ice Machine

MEETING ROOM

	Rental Fee	SecurityDep.
Residents of Indian Harbour Beach	\$15 per hour	\$100
Non-Residents of Indian Harbour Beach	\$25 per hour	\$100

*Renter must live within the City Limits of Indian Harbour Beach to be eligible for the Resident rate.

INCLUDED IN MEETING ROOM RENTAL:

- tables (6ft x 2.5ft rectangular)
- 40 chairs
- Kitchen & Ice Machine may be utilized for an additional fee of \$25

*Rental DOES NOT INCLUDE set up or clean up of the facility.
The renter is responsible for complete set up and break down.