



MAIN HALL MEETING & CONFERENCE RENTAL RATES

Capacity 50 - 350 depending on set-up



The Main Hall is the largest of UTEC’s rentable spaces. Formerly the sanctuary of St. Paul’s United Methodist Church, it was built in 1839 and renovated in 2012. It is a versatile space that easily accommodates large, formal conferences, as well as smaller interactive trainings - with much in-between! This space can be rented for conferences and meetings Monday - Sunday, 7AM - 9PM. Ask us about options for adding break-out spaces, too.

Day(s) and Time	Half Day up to 4 hours	Full Day up to 8 hours	Minimum
Monday - Friday daytime	\$800	\$1,200	N/A
Weekday Evening	\$1,000	N/A	N/A
Saturday	\$1,000	\$1,500	\$1,000
Sunday	\$800	\$1,200	\$800

Non-profit organizations receive a 25% discount (rental rate only) for all events. Any renter choosing UTEC as caterer receives 25% off the rental rate once a \$2,500 minimum catering order is met. Non-profit renters adding catering will only receive one 25% discount (applied to the rental rate only).

Please note that further discount is typically not possible because of related staffing and cleaning expenses. Rental and catering revenue helps to support our programs and program participants, and we pride ourselves in the services we offer. We appreciate you choosing UTEC!

Meeting rentals at UTEC include tables, chairs, set-up and break-down, janitorial services, on-site venue staff to direct guests and help with day-of logistics, and choice of black or white table linens. The full AV package (projection and sound equipment and staffing) can be added for an additional \$300. A partial AV package may be available. Please ask at the time of booking.