

City of Santee Civic Center Rentals

Civic Center Equipment List

Standard Equipment	Quantity
Table-Round Dining Seats 8 Size: 66.5" diameter	19
Table Rectangle Seats 8 Size: 3" x 8"	17
Chair - Folding Gray	200
Chair - Dining Purple	150
Catering Cart	1
Banquet Catering Table	1
Table top lectern	1
Podium	1
Flags-federal, state	1 each
Coffee Urn	1
Premium Equipment	
Belly Bar Table	10
Bistro Set Table with two chairs	15
Dance Floor 12" x 12"	1
Digital Projector	1
Dry Erase Easel Size: 3" x 5"	1
Magnolia Tree (artificial)	10
Market Umbrella	8
Mobile Stage with Ramp Size: 6" x 8"	1
Propane Space Heater	4
20" TV/VCR/DVD	1

Yellow items are included in rental.
Resident and Non-Resident rental
fees apply to all equipment.



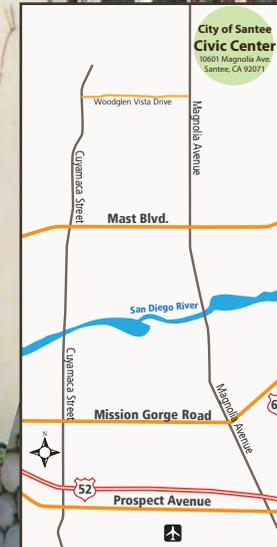
Market umbrellas



Bistro sets



Podium and flags



**City of Santee
Civic Center Rentals**
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100 ext. 222
www.cityofsanteeca.gov

8P



Presentation/Banquet Hall

This is our largest room, with space for up to 130 dinner seating or 200 meeting participants. It's ideal for weddings, conferences and family parties. Alcove windows with blinds and a split-level floor plan make this room distinctive. The room is fully carpeted and has separate men's and women's restrooms. It's adjacent to Room 8A, which can be rented for catering or other needs.

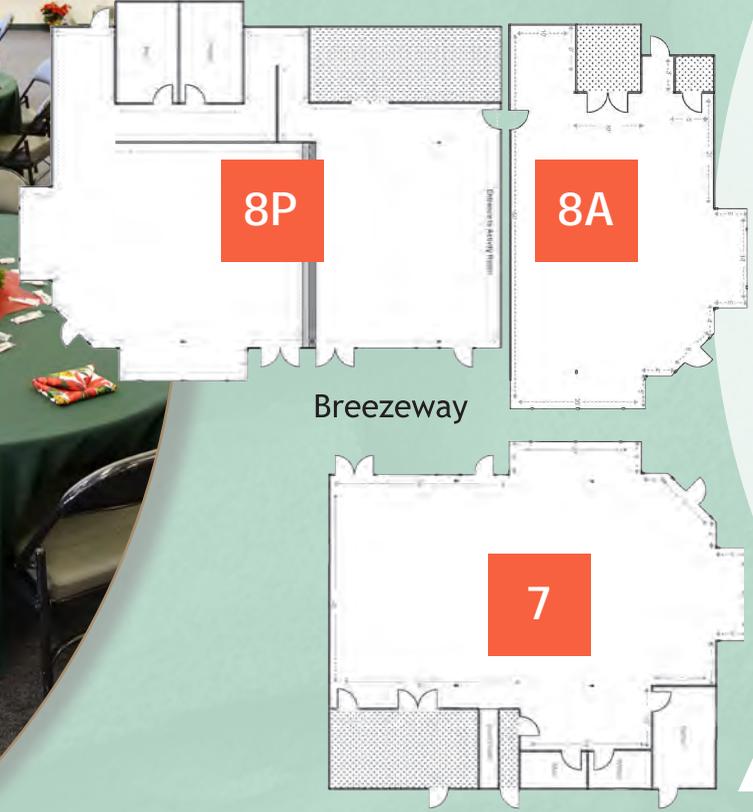


Breezeway



AFFORDABLE FACILITIES FOR ALL OCCASIONS

We offer reasonably priced rooms that can accommodate a variety of functions, including banquets, weddings, meetings, parties or other special events. Our three rooms can accommodate groups from 20 to 200 meeting participants. We offer rectangular or round tables with chairs to accommodate your group and have additional rental equipment including a dance floor, decorations and other amenities. For an additional fee, staff services are available to assist with equipment set up, breakdown and cleanup at your event. The Civic Center is climate controlled and features ramps and railings for inclusive access. Ample parking is available.



8A



Banquet catering table



Standard set-up

Activity Room

This is our smallest room and is typically used for meetings, small group activities or as a preparation room for large events in Room 8P. It features vinyl flooring, a refrigerator, counter space, large vertical blinded windows and single-door entrance into Room 8P. Restroom access is shared with Room 8P.

7



Meeting set-up

Event Room

With a capacity of 130 for dinner seating or 200 meeting participants this versatile room can accommodate events such as seminars, showers and family gatherings. The room features tile flooring, a retractable room divider, and women's restrooms, a separate warming kitchen, refrigerator and sink.

Building	7	8A	8P	
Square Feet	2,611	1,634	2,990	
Maximum Occupancy	200	70	200	meeting
	130		130	dining
Maximum tables	15	9	17	round
	17	9	17	rectangle

A Facility Rental Application is required and can be obtained by contacting the Community Services Department at (619) 258-4100 ext. 222. Fees, rules, regulations and specifications regarding required liability insurance and security deposit will be discussed at time of application. When alcohol is served additional insurance is required.