



*make your next event **Memorable!***

Host your event at the Leawood Community Center or choose the beautiful Lodge at Ironwoods Park.

WEDDING CEREMONIES AND RECEPTIONS • REUNIONS • BIRTHDAY PARTIES
 CIVIC EVENTS • CORPORATE EVENTS • ASSOCIATION EVENTS • BOARD MEETINGS
 BUSINESS MEETINGS • GALLERY EXHIBITS • LIVE PERFORMANCES • AND MORE!

LEAWOOD COMMUNITY CENTER

4800 Town Center Drive, 66211

- Located on the lower level of City Hall
- Features four rooms accommodating from 12-225 people, perfect for events or gatherings

A PDF Rental Information Packet is available at <http://www.leawood.org/parks/facilityrentals.aspx>

THE LODGE AT IRONWOODS PARK

14701 Mission Road, 66224

- Accommodates 300 for dinner or 500 for meetings, seminars
- Features a full commercial kitchen, audio visual amenities, and a beautiful patio nestled into a wooded backdrop.

A PDF Rental Information Packet is available at <http://www.leawood.org/parks/ironwoodslodges.aspx>



Additional information is available on our website.

Leawood Community Center tours are available by request.

The Lodge at Ironwoods Park tours are available most Wednesdays, 5:00 - 8:00 pm.

Online virtual tours available or check the website for tour dates.



Call Jacinta at 913.663.9153 for viewing times or by email: jacintat@leawood.org

RENTAL GUIDELINES

- Both the Reservation Form and a \$275.00 deposit are required in order to secure a date. A credit card number can be held for the security deposit. Reservation Contract Holder is responsible for any damages.
- Leawood residents may reserve a date on the first business day 18 months in advance. Non-residents may reserve 17 months in advance.
- The City of Leawood does not allow the use of its facilities to groups who charge admission or sell products on the premises for profit.
- All groups must enter and depart the building at their contract time or an additional fee will apply.
- Parties serving or consuming alcohol are required to purchase a permit and have a security officer(s) present during the event.
- Rental groups cannot enter the building early to drop off supplies or begin decorating. This must be done during the contract time.





Rental Information Definitions

Leawood Resident. An individual whose primary living domicile is inside the City limits (Leawood address).

Non-Resident. An individual whose primary living domicile is outside the City limits.

Business. When the rental group charges registration fees or when company business is conducted; organization does not have 501 (c) status.

Civic or Not-for-Profit. An organization with an office or who conducts civic business within the city limits of Leawood and who meets the IRS qualifications for 501(c) status.

Non-Leawood Civic. An organization with an office outside Leawood city limits and who meets the Internal Revenue Service qualifications for 501(c) status (Lodge only).

The Community Center & The Lodge at Ironwoods Park will be closed on the following dates:

- New Year's Day
- Martin Luther King, Jr. Day
- Easter
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving (Thurs/Fri)
- Christmas Eve/Day
- New Year's Eve

LEAWOOD COMMUNITY CENTER RENTAL FEES

Room	Resident	Non Resident	Business	Leawood Civic/NFP
City Hall Amphitheater	\$100/DAY	\$150/DAY	\$250/DAY	\$75/DAY
Walnut (up to 12 people, 19'x17')	\$35/HR	\$50/HR	\$70/HR	\$25/HR
Cedar (up to 20 people, 19'x17')	\$30/HR	\$45/HR	\$65/HR	\$20/HR
Maple (up to 40 people, 40'x17')	\$50/HR	\$65/HR	\$85/HR	\$40/HR
Oak (up to 225 people, 78'x42')	\$150/HR	\$175/HR	\$195/HR	\$140/HR
Oak Room Discounted Package Rates	\$1,100/8 HRS \$1,650/12 HRS	\$1,300/8 HRS \$1,950/12 HRS	\$1,460/8 HRS \$2,190/12 HRS	\$1,020/8 HRS \$1,530/12 HRS
Oak Room Non-Prime Time Rates Mon-Thurs, 8:30 am - 5:00 pm	\$95/HR	\$125/HR	\$140/HR	\$60/HR
Miscellaneous Fees				

Security Officer • Events 150 and over must have 2 officers \$35/HR PER OFFICER

Alcohol Permit \$25/EVENT • Kitchen \$30/EVENT

Oak Room Only: Cordless Microphone \$10/EVENT • Screen, DVD, Projector, Cable \$25/EVENT

Leawood Community Center Amenities Include:

- tables
- chairs
- portable bar

Minimum 2 hour rental. Published fees and policies subject to change.

Room capacities vary upon room arrangements.

Leawood does not provide decorations or linens.

Vendors must provide a Certificate of Liability Insurance listing the City of Leawood as the additional insured.

THE LODGE AT IRONWOODS RENTAL FEES

Resident	Non Resident	Business	Leawood Civic	Non Leawood Civic
January and February Prime Rates Mon-Thurs 5:00 pm-10:00 pm • Fri & Sat All Day				
\$210/HR	\$265/HR	\$280/HR	\$185HR	\$210/HR
Prime Rates Mon-Thurs, 5:00 pm-10:00 pm, Fri-Saturday; minimum 4 hour rental				
\$290/HR	\$340/HR	\$350/HR	\$280/HR	\$290/HR
Package Discount Rates				
\$2,800/10 HRS	\$3,300/10 HRS	\$3,400/10 HRS	\$2,700/10 HRS	\$2,800/10 HRS
\$3,355/12 HRS	\$3,955/12 HRS	\$4,075/12 HRS	\$3,235/12 HRS	\$3,355/12 HRS
Non-Prime Time Rates Monday-Thurs, 8:30 am - 5:00 pm, minimum 4 hour rental				
\$100/HR	\$130/HR	\$150/HR	\$90/HR	\$100/HR
Sunday Rates 10:00 am - 10:00 pm				
\$210/HR	\$265/HR	\$280/HR	\$185HR	\$210/HR
Amphitheater Rates				
\$100/DAY	\$150/DAY	\$250/DAY	\$75/DAY	\$100/DAY
Miscellaneous Fees				

Security Officer • Events 150 and over must have 2 officers \$35/HR PER OFFICER

Alcohol Permit \$25/EVENT • Stage \$75/EVENT • Patio Clearing \$150/EVENT

Cordless Microphone \$10/EVENT • Screen, DVD, Projector, Cable \$50/EVENT



2016 Breakfast With Santa

The Lodge at Ironwoods Amenities Include:

- tables
- chairs
- portable bars
- kitchen access

Minimum 4 hour rental. Published fees and policies subject to change.

Room capacities vary upon room arrangements.

Leawood does not provide decorations or linens.

Vendors must provide a Certificate of Liability Insurance listing the City of Leawood as the additional insured.