

Frequently Ask Questions

When can I get in to see the banquet hall?

You may use any of the contact methods listed on our website to make an appointment to see the facility in person.

What is your seating capacity?

Tables and chairs are included in your event rental fee. The seating capacity of the Banquet Hall is 200 people. We have the availability to seat approx. 35 people around the bar using a combination of 8 high top tables and bar stools around the bar. The facility capacity is 275 people.

Do we cater the event or can we bring our own food?

We are able price your event with a per person food cost from various caterer's menus on our preferred catering list, or you have the option of bringing in your own caterer or your own food. The decision is yours to make. We have an event planner on staff that will discuss all these options with you. If you are looking to host a luncheon we can price the event as all inclusive with food on a per person price.

Do you have onsite parking?

Yes, we have plenty of onsite parking. We own the whole city block and you and your guests are welcome to park anywhere on the block. There are approximately 100 parking places at the facility.

How do I find out about banquet hall pricing?

There are different price levels depending on the month and day you wish to reserve. Please call the banquet hall leasing number, 941-745-5125, or email us directly from our website. Emails will be answered

within the hour, and the phone will be answered between the hours of 9am and 5 pm Monday - Thursday.

Am I required to hire security officers?

Depending on the type of event, the number of attendees, and whether or not alcohol is being served, you may be required to hire security officers during your event. We reserve the right to waive the security officer requirement if you purchase event insurance or pay an additional deposit. Manatee Central Banquet Hall leasing staff reserves the right to waive this requirement depending on the situation and type of event.

Am I allowed to have candles at my event?

No, because this building is a Historic Building we do not allow any type of open flame in the facility. For a candle effect you may use battery-operated candles. You can purchase them on the web at www.batteryoperatedcandles.net for \$10.00/dozen. You may have sterno for the buffet chaffing dishes provided the sterno is securely fastened in the approved for sterno chaffing dish.

Who is required to clean up after my event?

Your event pricing does not include cleaning after your event. You or your Caterer are required to clean the Banquet Hall and return it to the same condition that you took it in. You or your Caterer are required to take all the trash out to the dumpster, wipe down the bar top, tables and chairs as necessary to return the facility in the same clean condition. Please be sure to read your rental contract carefully.

How do I get a copy of the rental contract?

You may call or email us and we will email you a rental contract form to fill out and print.

Does the building have an elevator?

Yes, we do have an elevator to the second floor that is to be used for all events.

How late can my event continue?

You must end your event and vacate the premises no later than Midnight by city ordinance. Failure to be out by midnight will cause you to forfeit your deposit.

When can I get in to decorate?

You may enter the Banquet Hall on Saturday morning by 9am to decorate for a Saturday event. If you would like to enter the Banquet Hall earlier there will be a per hour charge. If the Banquet Hall is not booked for an event the day before your event you may decorate the day before for an additional charge. Please be sure to request these specifications before signing the rental contract.

What are the requirements for decorating and setting up the facility?

You are responsible for your own set-up and breakdown of the tables and chairs. Tape, nails, screws, etc. to affix, attach, secure, drape or hang any items or decorations to or from the rental facility is strictly prohibited. You may not attach, hang, or impede the function of the sprinkler pipes in the facility.

Can I move the dance floor?

No, the dance floor is permanently attached in the facility and cannot be moved.

Can I have glass beer bottles at my event?

No, glass beer bottles are not permitted to be used at the facility for any event.