

## Newport on the Levee Community Center – Suite A



### Accommodations:

- Rental capacity is 32 people
- Includes dry erase boards
- Includes audio/visual (must provide your own laptop computer and cables – CAT 5 cable and VGA monitor cable)
- Roll down screen
- Boardroom style set up – can be rearrange to meet your needs – must return to the master layout prior to leaving if changed
- Kitchenette area
- Private restrooms serving community center suites only

### Rental fee:

- Hourly rental fee is \$40.00 per hour, plus janitorial fee of \$50.00 per day
- Daily rental fee caps at \$200.00 per day (this includes the janitorial fee)
- Discounted rental fees for non-profit organizations (must provide a W-9 for proof)

## Approved Food Services Provided By:

(Please let each venue know that you are a community center rental group inquiring about their services.)

### Breakfast and/or Coffee Services:

- Axis Alley 859-652-7250 (ask for sales manager)
- Cosmic Coffee 513-560-4370 (ask for John Carnevale)
- GameWorks Grill 859-581-7529 (ask for sales manager – direct line 859-392-2373)

### Snacks/Treats:

- Axis Alley 859-652-7250 (ask for sales manager)
- Cold Stone Creamery 859-291-5380 (ask for Mike – direct line 513-266-5348)
- Cosmic Coffee 513-560-4370 (ask for John Carnevale)
- Sweet Dreams Candy Company, 859-261-8585

### Lunch/Dinner Services:

- Axis Alley 859-652-7250 (ask for sales manager)
- Bar Louie 859-291-4222 (ask for the Sales Manager – direct line 859-291-0094)
- BRIO Tuscan Grille 859-431-0900 (ask for the Banquet Manager)
- Brothers Bar and Grill 859-291-2767
- Cosmic Coffee 513-560-4370 (ask for John Carnevale)
- Dewey's Pizza 859-431-9700 (ask for manager)
- Five Guys Burgers & Fries 859-261-9000 (ask for General Manager)
- GameWorks Grill 859-581-7529 (ask for sales manager – direct line 859-392-2373)
- Mitchell's Fish Market 859-291-7454 (ask for a manager)
- Tom + Chee 859-291-2433

### Directions:

- From the Parking Garage: Take the Gallery Building elevators to the Riverwalk Level. The Community Center Suites are located opposite of GameWorks.
- From the Third Street Entrance: Enter the Gallery Building through the glass doors. Walk down the hallway until you reach the stairs and elevators. Go up one level to the Riverwalk Level. The Community Center Suites are located opposite of GameWorks.
- From the Valet Circle: Enter the parking garage through the pedestrian walkway. Turn right and walk down until you reach the glass doors on the right. You will see stairs and elevators. Go up one level to the Riverwalk Level. The Community Center Suites are located opposite of GameWorks.

Or:

Go up the stairs next to Axis Alley. You will be on the Riverwalk Level, turn right and enter the Gallery Building through the glass doors. Go straight until you see the AMC ticket booth and turn right. The Community Center Suites are located straight ahead (opposite of GameWorks).

### Parking:

- For parking information, please call 859-291-4624

### For Book:

- Greg Moore (Guest Service Manager) 859-815-1388