



Cedarholm Community Building

2323 Hamline Ave N | Roseville, MN 55113



The Cedarholm Community Building is available year-round for rentals!

The Community Building at Cedarholm Golf Course offers the perfect location for your next meeting, reception, family gathering or community event. Rental spaces are open & bright with panoramic views of the golf course. The **Cedarholm Community Room** accommodates table seating for 120 guests & theater seating for up to 150. The **Golf View & the Green View Rooms** each accommodate table seating for 48 & theater seating for up to 75.

Rental Fees	Monday—Thursday			Friday—Sunday		
	Cedarholm Community Room	Golf View Room w/fireplace	Green View Room	Cedarholm Community Room	Golf View Room w/fireplace	Green View Room
Rental Fee	\$280/5hrs	\$225/5hrs	\$225/5hrs	\$365/5hrs	\$295/5hrs	\$295/5hrs
RV Resident Rental Fee	\$225/5hrs	\$175/5hrs	\$175/5hrs	\$300/5hrs	\$235/5hrs	\$235/5hrs
Full Day Rental Fee	Contact Building Manager			\$645	\$575	\$575
RV Resident Full Day Fee	Contact Building Manager			\$580	\$515	\$515

- ◇ Rentals Deposits: Full day rentals = \$400, all other rentals = \$200
- ◇ Full day times are 11am-11pm; all other rentals must end by 10pm
- ◇ If a rental group wishes to rent more than 5 hours (non full day rentals) = \$50 per hour
- ◇ All fees subject to Sales Tax of 8.375%

Other Services	Fee
Dance Floor (15'x15')	\$300
Police Officer (may be required if alcohol is consumed)	\$75/Hr (4 hr minimum)
Large Group Catering Opt-Out	\$250 (51 or more)
Small Group Catering Opt-Out	\$150 (50 or less)

For additional rental information or to make a reservation request visit www.cityofroseville.com/golf or contact scott.breuer@cityofroseville.com

Information on food and beverage service, contact Dannelle at 612-490-3520 or tiosminnesota@gmail.com

Cedarholm facility use policies & guidelines found on reverse side



651-792-7154 | www.cityofroseville.com/golf

Thank you for choosing Cedarholm Community Building for your event!
The City of Roseville is pleased to offer this facility for year-round public use.

Reservation Guidelines:

- ◆ Facility use is limited to the reservation times listed on the rental permit, which includes set up & clean up. Rental party may access the facility at the time listed on reservation, not any earlier.
- ◆ Tio's Food and Beverage is the preferred caterer. Exceptions are:
 - ◆ Events that do not include a meal or appetizers (only doughnuts, bars, cookies and coffee, etc.).
 - ◆ Specialty desserts such as wedding cakes.
 - ◆ Renters may opt-out of the preferred caterer for a fee, which is based on event size. *See front side under service fees.*
 - ◆ For catering information, contact Dannelle at Tios: 612-490-3520 or tiosminnesota@gmail.com.
 - ◆ If food will be on-site, it must be stated on the reservation permit, along with the indication of Tio's or a different caterer.
- ◆ Alcohol Options:
 - ◆ Purchase drinks through Cedarholm bar service (limited to beer, wine, and seltzers). *May require off-duty police officer.*
 - ◆ Renter hires 3rd Party bartending service. *Requires off-duty police officer.*
 - ◆ If an off-duty Roseville Police Officer is required, Cedarholm staff will arrange for the officer. There is a 4-hour minimum, and the officer must be paid immediately upon their arrival, via cash or Venmo.
 - ◆ Alcohol indication must be made at the time of reservation, with finalized details at least 90 days prior to the event.
 - ◆ Alcohol is not allowed beyond the adjacent patio area.

Rental Deposit/Rental Fee & Refund Policy:

- ◆ **Rental deposit** due at the time of reservation. If reservation is cancelled before any rental fees are paid, a 50% refund of the deposit will be provided. Pending post-event staff review, deposit refunded within 30 days of event date.
- ◆ **Rental fees** due 14 days after the reservation is booked. Reservations cancelled 91 or more days prior to the event will receive a full refund of rental fees paid (deposit forfeited). Reservations cancelled 61-90 days prior to the event will receive a 50% refund of rental fees (deposit forfeited). Reservations cancelled 60 days or fewer prior to the event will forfeit all rental fees and deposit.

Please respect & care for facilities by following these additional guidelines:

- ◆ Tobacco, cannabis, and vaping products **are not allowed**.
- ◆ Glitter, confetti, feathers, playdough, soapy bubbles, silly string, helium balloons, or piñatas **are not allowed**.
- ◆ Push pins, thumbtacks & tape products (other than painters tape) may not be used in Community Building or at adjacent patio areas.
- ◆ In respect for our neighbors, we do not allow amplified music on the adjacent patio areas.
- ◆ No animals (other than service dogs) allowed inside the Cedarholm Community Building.

Rental Party/Permit Holder is responsible for the following tasks at the end of reservation time:

- ◆ Use & condition of the **rental rooms & adjacent patio areas** (specific to confirmed reservation) are the responsibility of the permit holder. Rental party is ultimately responsible for the areas being clean & returned to the state in which it was found. The permit holder is subject to loss of rental deposit if the rental room/patio areas are not left to the standard listed on rental agreement following the event.
- ◆ Place trash & recycling in provided containers. Staff will be available to provide additional bags & carry out full receptacles.
- ◆ Remove all items not belonging to the Community Building by the end of scheduled event.

Cedarholm Community Building provides:

- ◆ Staff to service rental from start to finish. Staff set up the room prior to renter's arrival & allow access at designated reservation time, and will be a buffer between the golfing public & private event (when applicable).
- ◆ Access to Wi-Fi, TV/Monitor, HDMI cable, microphone, and light housekeeping supplies.

Liability:

- ◆ Permit holder is responsible for all conduct of event attendees. This includes any damage, loss or breakage as a result of attendee conduct.