

**WELCOME TO THE KETTLE FALLS
PUBLIC LIBRARY AND
COMMUNITY CENTER!**

The Kettle Falls Community Center and Library building is owned by the City of Kettle Falls and is managed by the Kettle Falls Public Library (a branch of the Libraries of Stevens County).

The Joan "Jo" Nullet Community Center Addition was completed in 2016 as a result of a combined source of revenue from a Community Development Block Grant awarded to the City of Kettle Falls, donations from the Friends of the Kettle Falls Public Library, the City of Kettle Falls, funding from the Libraries of Stevens County, and contributions from the greater Kettle Falls community.

The Kettle Falls Community Center and Kitchen may be rented by the public for events and meetings.



City of Kettle Falls
580 Meyers St
P. O. Box 457
Kettle Falls, WA 99141
(509) 738-6821
www.kettle-falls.com



Kettle Falls Public Library
And Community Center
605 Meyers St.
PO BOX 500
Kettle Falls, WA 99141
(509) 738-6817
www.thelosc.org

Please note: This brochure is for general information only and does not contain all details, requirements, or restrictions. For more information, contact the Kettle Falls Public Library.



**Kettle Falls
Public
Library
and
Community
Center**



RENTING THE COMMUNITY CENTER

Renters may make reservations up to two months in advance. All reservations are subject to room availability. Events may be held in the Community Center during and outside of library business hours, weekends, and holidays.

Reservations are considered tentative until the rental fee is paid in full and the corresponding agreement is signed. The Kettle Falls Public Library and the City of Kettle Falls reserve the right to cancel tentative reservations.

The maximum occupancy is 60 people.

FEES

\$30 – For up to four (4) hours

\$40 – 4-8 hours

\$75 – Over 8 hours

\$25 – Kitchen (Any use of the kitchen facilities will require room rental fees in addition to the kitchen fee)

\$25 – Additional room cleaning charges

\$50 - Key Replacement Fee



AMENITIES

Community Center Rental Includes:

- 9 Round Dining Tables
- 60 Chairs
- Projector Screen
- Access to
 - Free Library Wi-Fi
 - Central Court Yard
 - Restrooms

Kitchen Rental Includes:

- Refrigerator with Freezer
- Two stoves with ranges
- Microwave
- Dishwasher
- Dishes:
 - 60 Place Settings including dinner plates, salad plates, soup bowls, and silverware
 - Coffee Mugs and Water Glasses
 - 10 Coffee/Tea Carafes
 - Pots and Pans

RESPONSIBILITIES

Cleaning tables, sweeping the floor, cleaning dishes, taking out garbage, and other basic kitchen clean-up; returning the meeting room to the condition in which it was found is the responsibility of the renter.

Groups composed of minors (under eighteen years of age) must have a parent/guardian over the age of 21 sign the room rental agreement form and chaperone the event at all times.

The renter accepts financial responsibility for any and all damage caused to the building or equipment beyond normal wear and is responsible for any charges incurred by any and all participants; this includes shared areas such as the restrooms.

Any activities arranged by renters during library business hours should not interfere with library operations and staff duties.