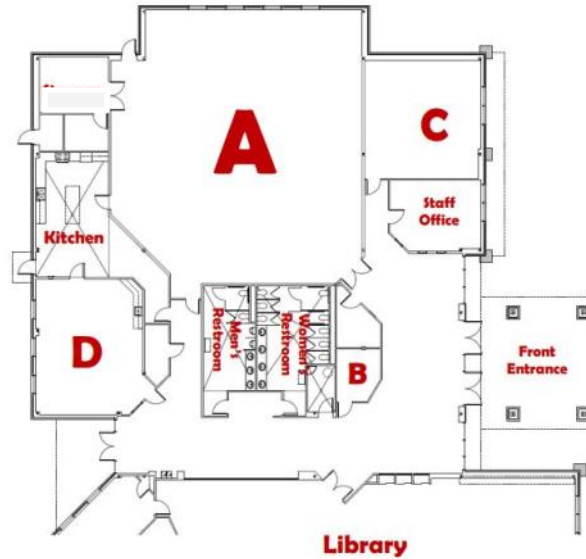


To tour these spaces and plan your perfect event, please call 254.953.5493.



Harker Heights

The Bright Star Of Central Texas

Activities Center

Facility Amenities		
Tables based on availability	Equipment	Media Equipment
6 ft. x 2 ft.	Flat Screen TV	Projector (Room A & C)
5 ft. x 2 ft.	Podium	Sound (Room A & C)
4 ft. x 4 ft.	White Board and easels	Lapel mic, cordless mic, corded mic (Room A)



Rental Fees

Entity	Room A	Room B	Room C	Media Equipment
Capacity	Up to 200*	Up to 4*	Up to 30*	By request
	2,600 sq. ft.	100 sq. ft.	625 sq. ft.	
Deposit	\$200 refundable deposit required on all room rentals			
Military & Non-Profit Organization (Paperwork identifying Tax ID # Required)	\$50/hr.	\$15/hr.	\$25/hr.	Free
For Profit Businesses	\$75/hr.	\$30/hr.	\$40/hr.	Free

400 Indian Trail

Harker Heights, TX 76548

(254) 953-5493

www.harkerheights.gov/activitiescenter

*indicates maximum occupancy as a banquet/classroom setting.

Civic organizations, government entities, non-profits, businesses, and community programs supporting Harker Heights are eligible to rent the rooms when they are available for activities such as meetings, retreats, trainings, workshops, conferences, interviews, fundraisers and displays. Priority will be given to City functions.

Reservations for rentals of rooms outside of office hours must be made at least ten working days prior to event. Reservations for rentals of rooms during office hours must be made at least three working days prior to event. Deposit and room rental fees are due at the time you reserve the room.

The time of your reservation must include set up and clean up time.

Staff is not available to set up or tear down; this must be done by the renting group. Wi-Fi is available at no charge.

To reserve your space today, please contact the Activities Center at 254.953.5493 to set up an appointment.

Conference Room A

Our largest space boasts class, convenience and capability with its state-of-the art media equipment, kitchen access, with maximum seating for 200 guests. This space is perfect for banquets, conferences, expos, fundraisers, mixers, gallery showings, and more. The use of this room is limited only by your creativity.



Kitchen



Office Hours (by appointment only)

Monday - Friday
8:00 am - 6:00 pm

Reservation Hours:

Mondays & Fridays
9:00 am - 5:00 pm

Tuesdays - Thursdays
9:00 am - 7:00 pm

Saturdays
10:00 am - 5:00 pm

Conference Room B

An intimate space for 4; this room is ideal for quiet meetings, interviews, counseling, brainstorming sessions, etc.



Conference Room C

This private corner of the facility is the perfect location for workshops, trainings, presentations, board retreats, and more. Fully charged with all of your AV/Video and sound equipment needs, this room is available for groups up to 30.

