

## EVENT PLANNING COST ESTIMATING

**SPACE RENTAL INFORMATION**

Please note: Much of this information was entered in 2004 so rental rates, contacts and other info may be out of date.

Name	Location	Capacity	Cost	Contact Person	Phone	Email / Website	ADA accessible	Notes
<b>DOWNTOWN PORTLAND</b>								
<b>Multnomah Central Library</b> 801 S.W. 10th Avenue Portland OR 97205	U.S.Bank Room - 1st Floor	120	No Charge		503-988-5234	<a href="http://www.multcolib.org/services/meetingrooms">www.multcolib.org/services/meetingrooms</a>	yes	read rules on website
<b>Portland State University</b> 116 Smith Memorial Union 1825 SW Broadway Portland OR 976207	Room 329	30-40	\$25/hr (2006)	Charlene Levesque	503-723-4529	<a href="mailto:chl@pdx.edu">chl@pdx.edu</a> & <a href="mailto:meetings@pdx.edu">meetings@pdx.edu</a>	yes	many choices; check website
<b>Cleaners at the Ace Hotel</b> 1022 SW Stark Street Portland OR 97205	Corner of Stark & 11th Ave	160 Standing	Non-Profit - 5hrs \$500	Seann McKeel	503-228-2277	<a href="mailto:seann@acehotel.com">seann@acehotel.com</a>		dep./rental agreement required
<b>Fez Ballroom</b> 316 SW 11th Ave Portland OR 97205				Michael	503-221-7262 x23	<a href="http://www.fezballroom.com">www.fezballroom.com</a>		
<b>Scottish Rite Center</b> 1515 SW Morrison Portland OR 97205					503-226-7827	<a href="http://www.scottishrite.org">www.scottishrite.org</a>		
<b>Lincoln High School</b> 1600 SW Salmon Portland OR 97205					503-916-3268	<a href="http://www.lincoln.pps.k12.or.us">www.lincoln.pps.k12.or.us</a>		
<b>Crystal Ballroom</b> 1332 W Burnside Portland OR 97209					503-225-0047	<a href="http://www.mcmenamins.com">www.mcmenamins.com</a>		
<b>First Methodist Church</b> 1838 SW Jefferson Portland OR 97201					503-228-3195	<a href="http://www.fumcpdx.org">www.fumcpdx.org</a>		
<b>Tiffany Center</b> 1410 SW Morrison #600 Portland OR 97205					503-222-0703	<a href="http://www.tiffanycenter.net">www.tiffanycenter.net</a>		
<b>Mallory Hotel</b> 729 SW 15th Portland OR 97205					503-223-6311	<a href="http://www.hoteldeluxeportland.com">www.hoteldeluxeportland.com</a>		
<b>NORTH PORTLAND</b>								
<b>North Portland Library</b> 512 N Killingsworth Street Portland OR 97217	North Portland Meeting Rm.	85	No Charge-1stcome/serve basis		503-988-5394		yes	
<b>St. Johns Library</b> 7510 N Charleston Avenue Portland OR 97203	St. John's Meeting Room	25	No Charge-1stcome/serve basis		503-988-5397		yes	
<b>St. Johns Community Center</b>	Gymnasium (fixed bleachers)	360	Call Center for Rates		503-823-3192		yes	

8427 N Central Portland OR 97203	Auditorium Classroom 1 Classroom 3 Classroom 4	230-300 24 75 45						
<b>Historic Kenton Firehouse</b> 8105 N Brandon Street Portland OR 97217	Main Room	50+	\$35/hr-3hr minimum+deposit		503-823-4524			kitchen and courtyard
<b>Interstate Firehouse Cultural Center</b> 5340 N Interstate Portland OR 97297217		150	\$85 per hour	Adienne Flagg	503-823-4322	<a href="mailto:adienne@ifcc-art.org">adienne@ifcc-art.org</a>	yes	
<b>Peninsula Park Community Center</b> 700 N Rosa Parks Way Portland OR 97217	West Gymnasium East Gymnasium Dance Room Classroom A	240 200 55 22	Call Center for Rates		503-823-3620		yes	
<b>University Park Community Center</b> 9009 N Foss Portland OR 97203	Gymnasium Auditorium Caesar Chazez Room G.W. Carver Room Chief Joseph Room Eli Whitney Room	200 125 25 15 25 30	Call Center for Rates		503-823-3631		yes	
<b>Overlook House</b> 3839 N Melrose Dr		75-100	varies; \$37.50 for buss meetings	Carol Padden	503-823-3188	<a href="http://www.historicoverlookhouse.org">www.historicoverlookhouse.org</a>	yes, main level	lovely yard included; max yellow line
<b>PCC Cascade Campus</b> 705 N Killingsworth Portland OR 97217	CASC Room 124		\$15-35 pe hour	Heidi Dombeck	503-9785377		yes	Bus 72 or 4
<b>Columbia Cottage, Friends of Columbia Park</b> 4339 N Lombard, 97203		66-75	\$35 per hour	Bill Minard	503-735-1537	<a href="mailto:wminard@aracnet.com">wminard@aracnet.com</a>	yes	Bus 75
<b>NE PORTLAND</b>								
<b>Gregory Heights Library</b> 7921 NE Sandy Boulevard Portland OR 97213	Meeting Room	25	No Charge-1stcome/serve basis		503-988-5386			
<b>Hollywood Library</b> 4040 NE Tillamook Street Portland OR 97212	Meeting Room	50	No Charge-1stcome/serve basis		503-988-53-91			
<b>Hollywood Theatre</b> 4122 NE Sandy Boulevard Portland OR 97212	Main Floor Auditorium Upstairs W Auditorium Upstairs E Auditorium Mezzanine Lobby	Seats 460 Seats 171 Seats 219 125	\$25-50/hr (in 2005)	Richard Beer	503-493-1128	<a href="http://hollywoodtheatre.org">hollywoodtheatre.org</a>		by 7pm for films; upper floors may not be ADA accessible
<b>Sons of Norway</b> 111 NE 11th Avenue Portland OR 97232	Norse Hall	75?	\$125.00 (2002)	Ray	503-236-3401			
<b>Matt Dishman Community Center</b> 77 NE Knott Portland OR 97212	Auditorium Classroom A Gymnasium	240-285 40 100	Call Center for Rates		503-823-3673			

	Craft Room	50						
<b>Montavilla Community Center</b>	Gymnasium	390	Call Center for Rates		503-823-4101			
8219 NE Glisan	Multi-purpose Room	54						
Portland OR 97220	Lunch Room	25						
<b>Fire Station #12</b>	Meeting Room	52	\$30 per hour for non-city groups	Customer Service	503-823-3700	<a href="http://www.portlandonline.com/fire">www.portlandonline.com/fire</a>	yes	Free for groups conducting city business
8645 NE Sandy Blvd								
Portlande OR								

**NW PORTLAND**

<b>The Ecotrust Building</b>	Billy Frank Jr. Conf. Center	80 Seated	3hrMin@\$350; addtl \$70/hr	Sydney Mead	503-467-0767	sydney@ecotrust.org & www.ecotrust.org/events		Requires agreement;catering restricted to an approved list (see notebook)
721 NW 9th Avenue, Suite 200	"	150 Dinner						
Portland OR 97209	"	150 Reception						
	First Floor Atrium	150+						
	Outdoor Terrace	200						
	Parking Lot							
<b>Port of Portland</b>	Commission Room	80						
121 NW Everett Street								
Portland OR 97209			Left Voice Mail 8-20-08 to see if they still rent out the rooms.					
<b>Legacy Good Samaritan</b>	Good Samaritan Bldg 2 in		No Charge - BUT	Jen Heitzman	503-413-7083	jheitzman@lhs.org		Must submit community conference room request form (in event planning notebook)
1015 NW 22nd Avenue	North South Conf. Room	25	HOSPITAL USE ONLY	Gina Cole	503-413-7626	gecole@lhs.org		
Portland OR 97210	Auditorium	80 seated	DURING DAY HOURS					
	Wistar Morris Room	50						
<b>Hillside Community Center</b>	Gymnasium	300	Call for rental rates		503-823-3181			
653 NW Culpepper Terrace	Multi-purpose Room	20						
Portland OR 97210								
<b>Northwest Library</b>	Meeting Room	30	No Charge-1stcome/serve basis		503-988-5560			Bus 17
2300 NW Thurman Street								
Portland OR 97210								
<b>CoHo Theater</b>	Auditorium	Seats 99	Full day \$263	Lindsay Chamberlain	503-220-2646			Food or drink only in lobby
2257 NW Raleigh Street	Lobby	25-30	Half Day \$132					
Portland OR 97210			\$37/hr (2 hr. min)					
<b>Fire Station #27</b>	Meeting Room	18	\$30 an hour for non-city groups	Customer service	503-823-3700	<a href="http://www.portlandonline.com/fire">www.portlandonline.com/fire</a>	yes	Free for groups conducting city business
3130 NW Skyline Blvd								
Portland OR								
<b>Friendly House Community Center</b>	Gym	300	\$56/hr		503-228-4391			Application fee and deposit required
1737 NW 26th Avenue	Conference Room	80	\$42/hr					
Portland OR 97210	Keeston Room	80	\$42/hr					
	West Room	45	\$33/hr					
<b>Note: check on rates, these are from 2004.</b>	East Room	45	\$19/hr					
	Garden	30	\$28/hr					
	Arts & Crafts Room	30	\$37/hr					
<b>Holiday Inn Express</b>	Meeting Room			Monica	503-484-1100			
2333 NW Vaughn Street								
Portland OR 97210								
<b>Cedar Mill Community Library</b>		32-76	Free to non-profits	Pamela Ellis	03-644-0043 x116	<a href="mailto:cedarmill@wccls.lib.or.us">cedarmill@wccls.lib.or.us</a>	yes	Bus 62 or 89

12505 NW Cornell Rd  
Portland OR 97229

<b>Christ United Methodist Church</b> 12755 NW Dogwood Portland OR 97229		Free to non profits			503-646-1598		yes	Bus 62 or 89
<b>Friendly House Inc</b> 2617 NW Savier Portland OR 97210		\$27+/hour for non-profit	Denise			<a href="mailto:rentals@friendlyhouseinc.org">rentals@friendlyhouseinc.org</a>	yes	Bus 15 or 77
<b>Linnton Community Center</b> 10614 NW St Helens Rd Portland OR 97231	50-200	\$10 - \$25	Pat Wagner		503-286-4990 pat 503-323-0213	<a href="mailto:danielsaccinetti@earthlink.net">danielsaccinetti@earthlink.net</a>	yes	Bus 62 or 89
<b>Prince of Peace Lutheran Church</b> 14175 NW Cornell Rd Portland OR 97229		\$45 - \$100 per hour			503-645-1211	<a href="mailto:office@princeofpeacecl.org">office@princeofpeacecl.org</a>	yes	Bus 15 or 77
<b>Sunset Presbyterian Church</b> 14986 NW Cornell Portland OR 97229	20-600	Free to non-profits, small custodial fee	Donna Larson		503-292-9293	<a href="mailto:info@unsetpres.org">info@unsetpres.org</a>	yes	Bus 89
<b>NW Neighborhood Cultural Center</b> 1819 NW Everett Portland OR 97209		\$250	Pamela Porter		503-228-6972	<a href="mailto:pamela@nwnc.org">pamela@nwnc.org</a> www.nwnc.org		
<b>Pacific NW College of Art</b> 1241 NW Johnson	200	\$250	Nan Curtis		503-226-4391	<a href="http://www.pnca.edu/">www.pnca.edu/</a>		
<b>Montgomery Park</b> 2701 NW Vaughn # 70					503-228-7275	<a href="http://www.billnaito.com">www.billnaito.com</a>		
<b>Metropolitan Learning Center</b> 2033 NW Glisan			Sylvia Linington		503-916-5737	<a href="http://www.pps.k12.or.us/schools/pr">www.pps.k12.or.us/schools/pr</a>		

**SE PORTLAND**

<b>Belmont Library</b> 1038 SE 39th Avenue Portland OR 97214	Meeting Room	25	No Charge-1stcome/serve basis		503-988-5382			
<b>Belmont Fire Station</b> 900 SE 35th Ave Portland OR	Meeting Room	30	\$30 an hour for non-city groups	Customer service	503-823-3700	<a href="http://www.portlandonline.com/fire">www.portlandonline.com/fire</a>	yes	Free for groups conducting city business
<b>Holgate Library</b> 7905 SE Holgate Boulevard Portland OR 97206	Meeting Room	20	No Charge-1stcome/serve basis		503-988-5389			
<b>Midland Library</b> 805 SE 122nd Avenue Portland OR 97233	Large Meeting Room Small Meeting Room	80 15	No Charge-1stcome/serve basis		503-988-5392			
<b>Rockwood Library</b> 17917 SE Stark Street Portland OR 97233	Meeting Room	30	No Charge-1stcome/serve basis		503-988-5396			
<b>Sellwood-Moreland Library</b> 7860 SE 13th Avenue Portland OR 97202	Meeting Room	20	No Charge-1stcome/serve basis		503-988-5398			
<b>Woodstock Library</b>	Meeting Room	32	No Charge-1stcome/serve basis		503-988-5399			

6008 SE 49th Avenue Portland OR 97206								
<b>Sellwood Community Center</b>	Gymnasium	90	Call for rental rates		503-823-3195			
1436 SE Spokane Portland OR 97202	Lobby	80						
	Meeting Room	15-20						
<b>Mt. Scott Community Center</b>	Auditorium	200-375	Call for rental rates		503-823-3183			
5530 SE 72nd Avenue Portland OR 97214	Gymnasium	350						
	Craft Room	40						
	North Room	50						
<b>East Portland Community Center</b>	Multi-purpose Room	180	Call for rental rates		503-823-3450			
740 SE 106th Avenue Portland OR 97216	Classroom (2)	40						
	Gymnasium	580						
	Aerobics/Dance Room	34						
	Lobby	69						
	Courtyard	180						
<b>Brentwood-Darlington Community Ctr.</b>			Call for rental rates		503-988-5961			
7211 SE 62nd Avenue Portland OR 97206	<b>Called a left voice mail for info - 8-20-08</b>							
<b>SW PORTLAND</b>								
<b>Capitol Hill Library</b>	Meeting Room	25	No Charge-1stcome/serve basis		503-988-5385			
10723 SW Capitol Highway Portland OR 97219								
<b>Hillsdale Library</b>	Meeting Room	50	No Charge-1stcome/serve basis		503-988-5388			
1525 SW Sunset Boulevard Portland OR 97239								
<b>Multnomah Center</b>	Auditorium	160-260	\$44/hr M-F* 9am-9:30pm		503-823-2787			Except Friday when it is 9am to 5 pm
7688 SW Capitol Hwy Portland OR 97219	Gymnasium	100-150	\$20/hr M-F 9am-9:30pm					
	Classroom	25-45 seated 30-50 standing	\$18/hr M-F 9am-9:30pm					
<b>Fulton Park Community Center</b>	Gymnasium/Auditorium	160	Call for rental rates		503-823-3180			
68 SW Miles Portland OR 97219	Classroom 1	25-30						
<b>Southwest Community Center</b>	Gymnasium	350	Call for rental rates		503-823-2840			
6820 SW 45th Avenue Portland OR 97219	Multi-purpose Room	75						
	Poolside Room	30						
<b>Fire Station #16</b>	Meeting Room	39	\$30 an hour for non-city groups	Customer service	503-823-3700	<a href="http://www.portlandonline.com/fire">www.portlandonline.com/fire</a>	yes	Free to groups conducting city business
1715 SW Skyline Blvd								