

The Old Post Office

Kilgore History & Arts Center • 200 S. Kilgore Street in Kilgore, Texas

USAGE RATES FOR PRIVATE EVENTS

BASE FEES

Security Deposit	\$100 refundable
Cleaning Fee	\$100 per event

SATURDAY PRICING

Daily Rental Fee	\$800 per day
Hourly Event (four-hour minimum)	\$100 per hour

FRIDAY/SUNDAY

Daily Rental Fee	\$600 per day
Hourly Event (two-hour minimum)	\$80 per hour

WEEKDAY

Daily Rental Fee	\$500 per day
Hourly Event (two-hour minimum)	\$50 per hour

ADDITIONAL FEES

Tablecloth Cleaning Cost	\$18 per piece
Users may furnish their own tablecloths.	
Security Officer.....	\$50 per hour
All events including alcohol (free or for-sale) require at least one security officer.	
Setup / Breakdown.....	\$50 per hour
Lighting of the Derrick Stars	\$50 per night

Rates Non-Negotiable • Request Quote for Multi-Day Usage • 20% Nonprofit Discount