

Event Planning Kit



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Calvary Orlando has nearly 225,000 square feet of versatile event experience space ideally suited for your next performance, convention, team building or special event. With 15 unique venue spaces we offer inviting spaces for teams to innovate and large interactive spaces for crowds to integrate and every combination in between.

Please take advantage of our online Event Planning Portal at www.calvaryorlandovenue.com/event-planning-portal



Classroom

Six Foot Tables with Two Chairs



Theater

ChairsTwo Inches Apart



Networking

Standing Room with High Top Tables



Banquet

Round Tables of 120" with 8 Chairs Per Table



Fixed

Seating is established

Calvary Orlando- 1199 Clay Street - Winter Park, Florida



Rates

1 Sanctuary	\$2,500
2 Lobby	\$500
3 Chapel	\$500
4 Connections Lounge	\$500
5 Green Rooms (A & B)	\$300
6 Studio	\$750
7 Patio	\$500
8 Orange Room (3210)	\$500
9 Gym Event Hall	\$1,000
10 Conference Room B	\$200
11 Auditorium	\$750
12 Orlando Room (2100)	\$250
13 Winter Park Room (2104)	\$250
14 Conference Room A	\$300
15 Recording Studio	\$500
16 Classrooms	\$150

Venue rates are for three-hour time blocks.

Calvary Orlando- 1199 Clay Street - Winter Park, Florida



Capacites

	Space		Sq Footage	Classroom	Theater	Networking	Banquet	Custom
1	Sanctuary		75,153	N/A	3,300	N/A	N/A	N/A
		Balcony	26,436	N/A		N/A	N/A	N/A
2	Lobby		8,000	N/A				
3	Chapel		3,120					N/A
4	Connections Lounge		2,000	N/A	N/A	N/A	N/A	
5	Green Rooms (A & B)		832	N/A	N/A	N/A	N/A	20
6	Studio		3,000	N/A	200	N/A	N/A	N/A
7	Patio		2,700	N/A				
8	Orange Room (3210)		2,181	17- 8', 51 chair	150		150	
9	Gym Event Hall		5,265		600		250	
		Foyer	2,080	N/A	N/A		N/A	
10	Conference Room B (Gym)		264	N/A	N/A	N/A	N/A	8 at Table
11	Auditorium		4,420		150		120	
12	Orlando Room (2100)		1,271	12- 8', 36 chair	75		60	
13	Winter Park Room (2104)		1,184	12- 8', 36 chair	75		60	
14	Conference Room A		480	N/A	N/A	N/A	N/A	10 at Table
15	Recording Studio		330	N/A	N/A	N/A	N/A	
16	Classrooms (Avg)		540	6- 8', 24 chair	40		48	

Venue rates are for three-hour time blocks.

Calvary Orlando- 1199 Clay Street - Winter Park, Florida

Sample COI

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DDEARING

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/19/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s)

PRODUCER Sonic Insurance Inc. 814 A1A North Suite 205 Ponte Vedra Beach, FL 32082 Name of Organization or Individual Signing Agreement

NAME:			
PHONE (A/C, No, Ext):	FAX (A/C, No): (904) 413-9517		
E-MAIL ADDRESS:			
INSURER(S) AFFORDIN	NG COVERAGE NAIC :		
INSURER A: Covington Specialty	Insurance Company		
INSURER B:			
INSURER C:			
INSURER D:			
INSURER E:			
INSURER F:			

CERTIFICATE NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

REVISION NUMBER:

INSR	TYPE OF INSURANCE		SUBR	POLICY NUMBER	POLICY EFF	POLICY EXP (MM/DD/YYYY)	LIMIT	s
Α	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	\$ 1,000,000
1 1	CLAIMS-MADE OCCUR			VBA85066600	3/10/2022	3/10/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	POLICY PRO- JECT LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:						ASSAULT BATTERY	s 200,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	ANY AUTO						BODILY INJURY (Per person)	\$
	OWNED SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	HIRED NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	s
								\$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	\$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	\$
	DED RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER OTH- STATUTE ER	
1 1	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A					E.L. EACH ACCIDENT	\$
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	"'^ ^					E.L. DISEASE - EA EMPLOYEE	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$

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TIFICATE HOLDER

Calvary Orlando 1199 Clay Street Winter Park, FL 32789 CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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Please take advantage of our online Event Planning Portal for the full scoop on the venue.

<u>www.calvaryorlandovenue.com/event-</u> <u>planning-portal</u>