

MINNESOTA'S ROCHESTER  
**MAYO CIVIC**  
CENTER CONVENTIONS  
& EVENTS

# Five Reasons to Celebrate With Us

## Host your special celebration at our exceptional location.

From galas and holiday parties to Quinceañeras and bar/bat mitvahs, Mayo Civic Center is a uniquely memorable location for your uniquely memorable event. We're renowned for:

- 1. Versatile new venues.** Whatever the size of your guest list, the Mayo Civic Center can host the event of your dreams. Our stunning new ballroom is one of only a handful of event locations in Minnesota that can accommodate sit-down banquets of up to 1,700 guests, and our new event suites feature state-of-the-art amenities and are ideal for more intimate gatherings. If you want to incorporate the great outdoors into your celebration, inquire about our new outdoor Riverfront Plaza and our 12-acre Mayo Park just behind the center.
- 2. Diverse catering & service options.** The Mayo Civic Center provides you with choices in catering that you won't get elsewhere. You can choose among five locally renowned caterers to customize mouth-watering cuisine of all styles and customs for your special event. Your cuisine will be freshly prepared on-site in Mayo Civic Center's all-new, fully-equipped banquet production kitchen. You also have the power to choose your own decorator, florist, and entertainers.
- 3. Wow-worthy modern elegance.** The Mayo Civic Center was recently modernized and expanded, making it an even more picturesque and stylish location for special events. The center's new design features a spectacular pre-function area outside the new ballroom, and a two-story glass wave wall with dazzling views of downtown Rochester and the Zumbro River.
- 4. A dedicated team to support your every step.** Experienced Mayo Civic Center event coordinators, who manage large events every day, will work tirelessly to transform your vision and inspiration for your special event into reality. The scale of events hosted at the center means that the team can seamlessly provide unmatched amenities and options for your celebration.
- 5. A downtown location your guests will love.** The Mayo Civic Center is conveniently connected via climate-controlled skyways to hotels, parking garages, and downtown restaurants and shops.

*Create lasting memories at the Mayo Civic Center! To learn more or to schedule a site visit, please contact Mary Britt at [mbritt@rochestercvb.org](mailto:mbritt@rochestercvb.org) or call 507-424-0815.*

# Reserve Your Venue

Host your gala, holiday party, Quinceañera, bar/bat mitvah, corporate event, or other special gathering in the Mayo Civic Center's stylish new venues!

If your guest list is long, our brand-new ballroom is the best place in Rochester to hold your event! Located on the skyway level, our ballroom features 32-foot ceilings, acoustical panels for quality sound, and high-end finishes to complement any decorating scheme. This space is dividable and ideal for banquets and receptions of up to 1,700 guests.

If you're hosting an intimate, elegant event or a mid-sized extravaganza, reserve one of our new street-level event suites. This is flexible space that features 13-foot ceilings, sound-proofing panels, and complimentary projectors/screens for your Quinceañera or bar/bat mitvah slideshow. Create memories you will cherish in these suites!

If you're hoping that your celebration includes some time to soak up Rochester's scenic charm in the great outdoors, be sure to inquire about our two outdoor venues: our new Riverfront Plaza along the Zumbro River or the history-rich Mayo Park just behind Mayo Civic Center.

## Your ballroom or event suite reservation includes:

- Room access from 7 a.m. to midnight
- Room set-up according to your specifications
- Guest tables & chairs
- Wireless microphone
- Event usher

\*Events taking place in Suites 101-114 also include a projection screen and projector.

Venue	Capacity	Rental Fee
<b>Street Level</b>		
Suites 101-114: Individual Suites	40-120	\$ 900
Suites 102-105, 110-113: Half	100-280	\$ 1,500
Suites 102-105, 110-113: Full	250-640	\$ 2,500
<b>Street Level</b>		
Ballroom: Quarter	250-420	\$ 2,500
Ballroom: Half	500-900	\$ 4,000
Ballroom: Full	900-2,000	\$ 7,000

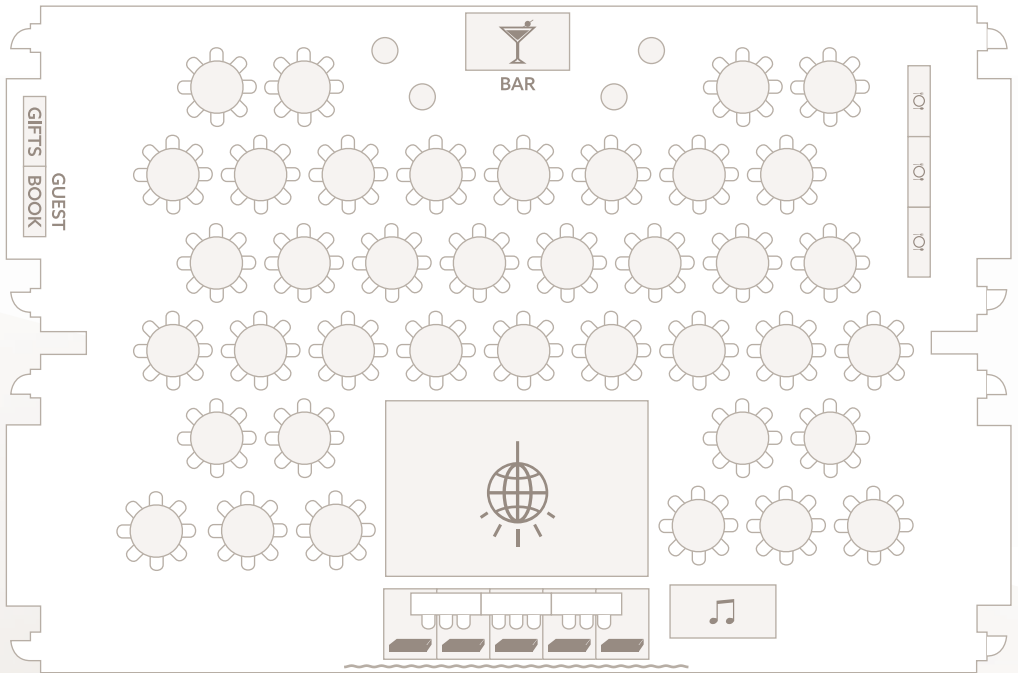
# Design Your Celebration

The Mayo Civic Center's venues can be arranged in many different ways to fit your needs.

Mayo Civic Center's ballroom can be divided into two or three smaller ballrooms, and our event suites can also be arranged many ways to meet your needs.

We invite you to work with your Mayo Civic Center Event Coordinator to view additional configurations at [SocialTables.com](http://SocialTables.com), or to design your own configuration!

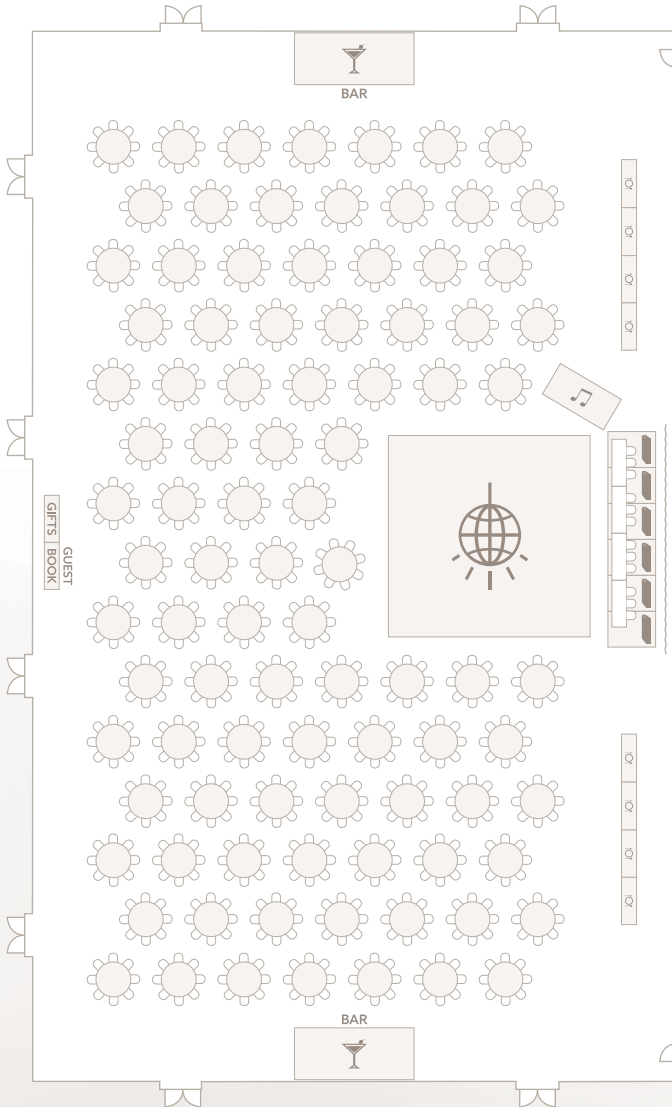
**Event Suites 102-105 at full reception capacity. Seats 312.**



# Design Your Celebration

**Ballroom 1 at full reception capacity. Seats 720.**

\*The full Ballroom seats up to 1,700 guests.



# *Cheers! Cocktail Receptions*



# Cheers! Cocktail Receptions at the Mayo Civic Center

If beer, wine, or cocktails will be served at your event, you'll be connected to our in-house Mayo Civic Center Hospitality bar services team. Experienced in accommodating diverse events and committed to honoring clients' unique requests, our bar managers and bartenders truly raise the bar in their high standards and creativity.

***"We can create a custom cocktail to fit the theme of your event, or work with local distilleries or breweries to bring in craft brews," says Chad Koehler, Food & Beverage Manager. "Our team truly cares about helping make your event unique and successful."***

Clients also have the freedom to choose the type of bar service that best meets their needs. Besides a traditional cash bar, you could also choose to set up a hosted bar based on the amount you want to serve, by dollar amount, by length of time, or by specific guests such as a wedding party or executive board. Alternately, you could distribute drink tickets and only pay for the tickets that are turned in.

***Cheers to an exceptional event!***

## **Chad Koehler**

Food & Beverage Manager  
chad.koehler@mayociviccenter.com  
507-328-2172

# Bar Service: Menu & Prices

*At the Mayo Civic Center, it is our pleasure to provide alcoholic beverages and bar service exclusively through Mayo Civic Center Hospitality.*

## Cash Bar (Includes sales tax)

Liquor - Call Brands	\$ 7 / drink \$ 8 / cocktail
Liquor - Premium Brands	\$ 9.5 / drink \$ 10.5 / cocktail
Beer - Domestic Bottle	\$ 6
Beer - Import / Premium Bottle	\$ 7
Wine - House Selection (Cabernet, Chardonnay, Merlot, Pinot Grigio, Reisling, White Zinfandel)	\$ 7 / glass
Soft Drink - Glass	\$ 2
Water - Bottle	\$ 2



## Hosted Bar (Does not include sales tax or service charge)

Keg Beer - Domestic 16 Gallon	\$ 290
Keg Beer - Import / Premium 16 Gallon Market Rate	Market Rate
Beer - Domestic Bottle	\$ 5
Beer - Import / Premium Bottle	\$ 6
Liquor - Call Brands	\$ 6 / drink \$ 7 / cocktail
Liquor - Premium Brands	\$ 8 / drink \$ 9 / cocktail
Wine - House Glass	\$ 6 / glass
Wine - House 750 ml bottle (Cabernet, Chardonnay, Merlot, Pinot Grigio, Reisling, White Zinfandel)	\$ 35 / bottle
Champagne / Sparkling Wine - 750 ml bottle	\$ 37 / bottle
Sparkling Cider - 750 ml bottle	\$ 24
Soft Drink - Glass	\$ 2
Water - Bottle	\$ 2

No person under 21 will be served.

\*All hosted items are subject to sales tax and service charge.

\*\*All prices effective January 1, 2018 and are subject to change without notice.

# Decorate, Entertain, & Party!

You are welcome to choose your own decorator, florist and entertainer for your Mayo Civic Center event. Here are local vendors if you don't have someone special in mind already!

## Decorators

### **Majestic Tents & Events**

MajesticTents.com  
507-876-1127

### **Modern Design & Concepts / Fox & Fern Floral**

mdcinspired.com  
507-358-3376

### **Rental Depot & Party Station**

Rentaldepot.com  
507-288-2741

### **Rentex Rentals & Belle Décor**

Rentexrentals.com  
507-292-8794

## DJs

### **Adagio Djay Entertainment**

Adagiodj.com  
800-861-3691

### **Music on Wheels DJ**

musiconwheelsdj.com  
507-252-2000

### **Total Music DJ**

(& photo booth)  
Totalmusicdj.net  
507-259-3191

## Florists

### **Carousel Flowers**

Carouseflowers.com  
507-288-7800

### **Flowers by Jerry**

Flowersbyjerry.com  
1-800-967-1667 or  
507-289-3967

### **HyVee**

Hy-vee.com/resources/  
wedding/floral  
507-536-0268

### **Le Jardin European Style Floral**

Lejardinfloral.com  
507-281-2484

### **Renning's Flowers**

Renningsflowers.com  
507-289-1818

### **Sargent's Floral**

Sargentsfloral.com  
507-281-2496

## Live Music

### **Incognito**

(Dance/Party from  
past six decades)  
incognitoband.net

### **The D'Sievers** (Jazz)

facebook.com/thedsievers or  
reverbnation.com/thedsievers  
507-398-7210

### **After School Special**

(Rock to Ska)  
Facebook.com/  
afterschoolspecialmn  
507-398-7210

### **LP & the 45s** (Classic Hits)

lp-45.net  
507-285-4891

### **Cook with Honey**

(Duo-Pop, Folk, Oldies)  
507-273-2631

### **The Vintage Tones of Spielzeiten Und Pausen**

(50s, 60s, 70s,  
favorites & more)  
facebook.com/  
The-Vintage-Tones-of-  
Spielzeiten-Und-Pausen-  
609807579148253/  
507-252-8311

### **Driven by Rhythm**

(Folk, Rock, Big Band,  
Country from the 70s & 80s)  
Facebook.com/  
DrivenByRhythm  
507-319-0484

### **Rock It Man Entertainment**

(all genres)  
rockitmanentertainment.com  
651-214-2197

# Decorate, Entertain, & Party!

## Entertainment, Games, Activities

### **Machine Shed Vintage Arcade Games**

Facebook.com/groups/MachineShed  
507-202-6761

### **RAH! Record-A-Hit Entertainment**

Recordahit.com  
847-690-1100

### **The Original Traveling Photo Booth**

Thetravelingphotobooth.com  
612-605-9203

### **G.L. Berg Entertainment**

glberg.com  
612-361-6002

## Wedding, Party & Event Planners

*Please note that our Mayo Civic Center Event Coordinators will help you plan every last detail in order to transform your vision for an unforgettable event into a reality! Our Event Coordinators are:*

**Laura Woolworth** (weddings), [laura.woolworth@mayociviccenter.com](mailto:laura.woolworth@mayociviccenter.com), 507-328-2127

**Perry Spindler**, [perry.spindler@mayociviccenter.com](mailto:perry.spindler@mayociviccenter.com), 507-328-2146

**Joe Kollar**, [joe.kollar@mayociviccenter.com](mailto:joe.kollar@mayociviccenter.com), 507-328-2122

*In addition, here are some experienced area professionals:*

### **Denae Brennan**

Wedding & Event Planner  
[hello@denaebrennan.com](mailto:hello@denaebrennan.com)  
612-271-3605

### **Ana Quintero**

Wedding & Quinceanera Planner  
[Suenosdequinceanera.net](http://Suenosdequinceanera.net)  
507-334-0072

### **Weddings by Nancy (Flottmeyer)**

[Facebook.com/WeddingsbyNancy](https://www.facebook.com/WeddingsbyNancy)  
608-796-2257

### **metroConnections**

[metroconnections.com](http://metroconnections.com)  
800-747-8687



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[mayociviccenter.com](http://mayociviccenter.com)