



# Sparkling Diamond

## Event & Conference Center

*Sparkling Diamond Ballroom is named Joyce Ballroom in honoring a devoted mother of the owner who has passed and has been very impactful in the creation of our event center. Our ballroom is embellished with chandeliers, and it is classic, stylish, spacious, and affordable located in Laurel, Maryland (Howard County). It is situated in a safe and quiet neighborhood. It currently accommodates up to 200 guests banquet style and 330 guests conference style.*

*Joyce Ballroom is embellished with beautiful dazzling chandeliers, high ceiling, wall light fixtures, laminated wood finish, and color theme in neutral colors.*

***Rental** includes tables (60-inch round, 6ft rectangle, 32-inch cocktail), Chiavari chairs (gold with white cushion), setup and breakdown of our tables and chairs, lobby area for quite enjoyment, stationed bar, dressing rooms, dancing area, Kitchenette, and free parking. We give 5hour party time, 2 hours free for setup and another 1 hour free for breakdown with no exceptions.*

### **RENTAL RATES (effective July 10, 2024)**

Weekend-General (Saturday-Sunday)	*11am to 4pm \$2,500	* 9pm to 2am \$3,000
Weekday-General (Monday through Thursday)	\$2,000	(Friday) \$2,500
Meetings/Conferences (Weekday)	\$250 per hour	
<b>Wedding up to 10 hours and 1-hour free night rehearsal</b>	\$5,000 (Weekend) \$4,000 (Weekday)	
Other special events (not mentioned above)	\$500 Per Hour	

**Federal Holiday: Weekend Rate applies always!**

**\*Rental covers 5 hours of party time. Additional hours: \$500 per hour not to exceed 2am. There is a mandatory cleaning fee of up to \$350 with no exceptions. Clients are responsible for removing their trash from the table and placing them in trash bags tied up. A refundable Security deposit of \$250 is required at the time of booking plus the required down payment.**

**All customers are required to have a general liability insurance which should also include liquor consumption coverage. If liquor is not to be served, the liquor coverage should not be included. For liquor consumption, it is mandatory that you use the venue's licensed bartender. The bar**



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***must shut down 15 minutes before your party ends to ensure your guest's safety back to their specific destination. Per Howard County law, event cannot exceed 2am.***

We have the right to hire security officer(s) for your event and the associated cost would be the responsibility of the client to pay us for their services.

*We offer full decoration and food services through our partnership with several reputable companies in the area.*

*Other services that we can also provide at additional costs includes:*

- *Food Services (linens, utensils, water cups, champagne, or wine cups, chaffing dishes, serving utensils, and chargers)*
- *Catering Service*
- *Bartending & Servers*
- *Decoration (throne chairs, backdrop frames, acrylic Sweetheart table, etc.)*
- *Rental*
- *Photography*
- *Videography*
- *DJ Service*
- *Floor Wrap*
- *Wedding Lighting and Sparks*

***Catering Services:*** *We allow outside catering but prefer the use of a licensed caterer. All customers are required to apply for a 1-day general liability insurance including liquor coverage. When consuming liquor, you must use our licensed bartender for an additional fee indicated above.*

***NOTE: No selling of liquor is allowed at our venue. This is prohibited!***