

2025-2026 Elks Room Rental Rates

Terrace, Banquet or Lodge Room

Non-Member and Private Events: \$1200.00 first room/ \$550.00 add a room(s)

Non-profit events with proof of 503(c)3 organization:

\$600 first room / \$350 add a room(s)

Reno Elks Lodge 597 Member's Private Event with at least 25% Elk Member attending 1x per year:

\$400 first room / \$250 add a room(s)

Weekday (Monday-Thursday 6am-2pm) daytime events for meetings:

\$350 first room/ \$200 add a room(s)

Celebration of Life

Non-Member \$500 first / \$350 add a room

Member - \$100 / \$75 add a room

Baby Shower

Non-Member \$600 first/ \$350 add a room

Member - \$400 / \$250 add a room

Teleconference/Boardroom

Non-member \$200

Members \$150

Includes tables, chairs, PA, WIFI and trash cans.

Responsible for set-up / tear-down or \$300 fee to setup/breakdown

Past 10pm add \$150 per hour but must be approved on the rental agreement.

Set up projector and screen rental \$50

Beverage station: Ice tea, water, coffee. \$85

The bar is available at \$15/hr/per bartender for each bartender scheduled. Full bar is available. Less than 70 ppl is one bartender. 70-140 is two bartenders, and 140+ is 3-4 bartenders.

20% gratuity is suggested.

Bottle Corkage \$6 each / Keg Corkage \$100 each

Setup \$150/Breakdown \$150

\$85 Dumpster Fee for parties over 200 people.

Elks Kitchen Catering Options and Beverage Service upon request.

Ask for menu options/price per head/gratuity/catering fee/sales tax.

Kitchen use with certified kitchen staff or approved Safe Certified cook: \$300 and a 8.5% royalty charge on the catering invoice for food only.

All rentals will be charged a \$100 sanitization fee and \$125 Administration fee for city/health permits.

The Elks Lodge #597 has obtained annual "special events" permits with the City of Reno and the Health Department for 2025 public events.

Proof of Insurance for the date of the event

Contact Reno Elks Insurance Program @ www.elksbenefits.com/lodge-rental-insurance
or add the lodge as an additional insurer to your own insurance provider.

Any Questions email elksrenolodge@gmail.com

or contact Bill Johnson (775) 825-0537 or Andy Cassidy (775) 771-7234