



**HEADWATERS CENTER**  
 ECOLOGY • EVENTS • EDUCATION

**Headwaters Center Pricing**

Formal, informal, professional, intimate or grand—we can accommodate any type of event you have in mind. Enjoy our warm and welcoming Indoor Event Venue or soak up some stunning scenery in our Outdoor Event Venue—or rent both for the full effect.

**General Guidelines for Pricing and Hours**

*All Indoor and Outdoor Event Venue rentals are subject to local sales taxes of 7%. Set-up, damage fees, audiovisual equipment rentals, alcohol sales, and other rentals are subject to local and state sales taxes of 11.2%. Audiovisual equipment rentals, alcohol sales and set-up services are subject to an 18% service charge. Taxes are subject to change without notice.*

*Set-up service is required for events with more than 50 attendees. Set-up, tear-down and linens are offered at no cost for events with up to 50 attendees. For events with 51-125 attendees, set-up service, tear-down, and linens are offered for \$200, and for events with 126-240 attendees, they are offered for \$300. For more information, please discuss set-up with the Headwaters Center Senior Manager (call 970-393-3220).*

**Please email [info@headwaterscenter.com](mailto:info@headwaterscenter.com) for all inquiries. Pricing varies for the Indoor Event Venue and Outdoor Event Venue depending on day of the week, date, and time.**

**Site Fees for Corporate/Meeting Rentals in our Indoor/Outdoor Event Venue**

	Monday - Thursday	Friday	Saturday	Sunday
<b>INDOORS</b>				
9 a.m. - 5 p.m.	\$150/hour*	\$150/hour*	\$150/hour*	\$150/hour*
6 p.m. - 11 p.m.	\$750	\$1,200	\$1,500	\$1,000
<b>OUTDOORS</b>				
9 a.m. - 5 p.m.	\$500	\$750	\$750	\$500
6 p.m. - 11 p.m.	\$750	\$750	\$1,500	\$1,000

\*Two-hour minimum  
 Plus security deposit of \$750

The Outdoor Event Venue can be rented for wedding ceremonies, cocktail hours, picture taking, breakout space, etc. Fees for the Outdoor Event Venue will be charged rain or shine.

**Please note:** 25% premium on site fee for holidays. Price does not include set-up fee—set-up service is required for events with more than 50 attendees. Please discuss set-up with Headwaters Center Senior Manager (call 970-393-3220). Additional cleaning fee will be charged for anything beyond a light sweep (minimum \$250 if cleaning is required); 30% off price during, April, May and November.

Audiovisual equipment rentals, alcohol sales and set-up services are subject to an 18% service charge.

**Site Fees for Renting BOTH Indoor and Outdoor Event Venues for Corporate/Meeting**

<b>BOTH Venues Rented Together</b>	Monday - Thursday	Friday	Saturday	Sunday
9 a.m. - 5 p.m.	\$1,000	\$1,400	\$1,700	\$1,200
6 p.m. - 11 p.m.	\$1,250	\$1,600	\$1,800	\$1,400

Plus security deposit of \$750

The Outdoor Event Venue can be rented for wedding ceremonies, cocktail hours, picture taking, breakout space, etc. Fees for the Outdoor Event Venue will be charged rain or shine.

**Please note:** 25% premium on site fee for holidays. Price does not include set-up fee—set-up service is required for events with more than 50 attendees. Please discuss set-up with Headwaters Center Senior Manager (call 970-393-3220). Additional cleaning fee will be charged for anything beyond a light sweep (minimum \$250 if cleaning is required); 30% off price during, April, May and November.

Audiovisual equipment rentals, alcohol sales and set-up services are subject to an 18% service charge.

**Site Fees for Friday, Saturday or Sunday WEDDINGS with Reception**

	Friday	Saturday	Sunday
<b>INDOORS</b>			
8:30 a.m. - 11 p.m.	\$2,400	\$3,500	\$2,200
<b>BOTH INDOOR AND OUTDOOR VENUES</b>			
8:30 a.m. - 11 p.m.	\$2,800	\$4,100	\$2,600

Plus security deposit of \$750

The Outdoor Event Venue can be rented for wedding ceremonies, cocktail hours, picture taking, breakout space, etc. Fees for the Outdoor Event Venue will be charged rain or shine.

**Please note:** 25% premium on site fee for holidays. Price does not include set-up fee—set-up service is required for events with more than 50 attendees. Please discuss set-up with Headwaters Center Senior Manager (call 970-393-3220). Additional cleaning fee will be

charged for anything beyond a light sweep (minimum \$250 if cleaning is required); 30% off price during, April, May and November.

Audiovisual equipment rentals, alcohol sales and set-up services are subject to an 18% service charge.

### **Need AV Equipment?**

See [Audiovisual Options](#) if you need equipment for a meeting or an event.

### **Bartenders**

Please see our [Alcohol Policy](#). Headwaters Center provides certified and insured bartenders.

### **Bartender Fees** (labor only)

Set-up for each bar is \$125.

Each bartender is \$50/hour (One bartender is required for every 75 guests.)

Alcohol must be served for a minimum of 2 hours and can be served for a maximum of 6 hours.

*Please speak with Headwaters Center Senior Manager (call 970-393-3220) about beverage options for your event.*