

Keller Market House Space Rental Facility Checklist

- All trash shall be collected, properly bagged and placed into trash receptacles provided (large trash cans placed around venue and/or large trash tote in back alley)
- Furniture shall be returned to its original arrangement
- Spills shall be cleaned
- Floor shall be swept with broom provided
- All personal belongings shall be collected and removed

Keller Market House Provides:

- Up to 8 (60" diameter) round tables that seat up to 7 each
- Up to 50 white padded folding chairs
- Large (108" x 42") moveable countertop
- Basic black tablecloths for round tables
- One 6' rectangular folding table
- Stage measuring 8' x 19'
- Projection screen
- Wireless access for presenter and/or organizer

Keller Market House Does Not Provide:

- Food
- Food service supplies or disposables
- Computer or audio equipment