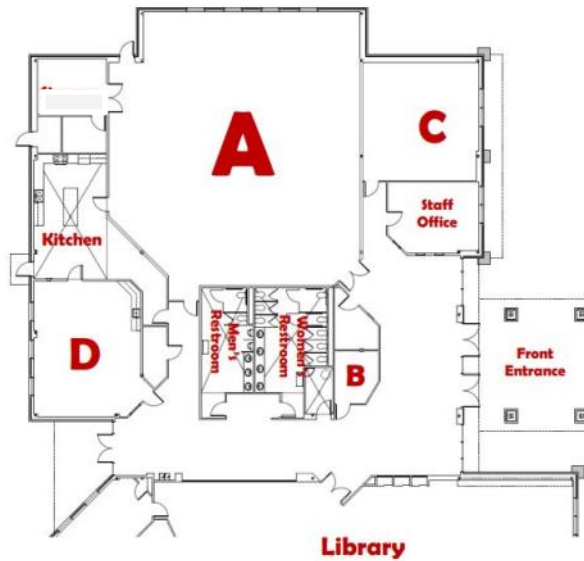


To tour these spaces and plan your perfect event, please call 254.953.5493.

Facility Amenities		
Tables based on availability	Equipment	Media Equipment
6 ft. x 2 ft.	Flat Screen TV	Projector (Room A & C)
5 ft. x 2 ft.	Podium	Sound (Room A & C)
4 ft. x 4 ft.	White Board and easels	Lapel mic, cordless mic, corded mic (Room A)



# Harker Heights

The Bright Star Of Central Texas

## Activities Center



### Rental Fees

Entity	Room A	Room B	Room C	Media Equipment
Capacity	Up to 200*	Up to 4*	Up to 30*	By request
	2,600 sq. ft.	100 sq. ft.	625 sq. ft.	
Deposit	<b>\$200 refundable deposit required on all room rentals</b>			
Military & Non-Profit Organization (Paperwork identifying Tax ID # Required)	\$50/hr.	\$15/hr.	\$25/hr.	Free
For Profit Businesses	\$75/hr.	\$30/hr.	\$40/hr.	Free

\*indicates maximum occupancy as a banquet/classroom setting.

**400 Indian Trail**  
**Harker Heights, TX 76548**  
**(254) 953-5493**

[www.harkerheights.gov/activitiescenter](http://www.harkerheights.gov/activitiescenter)

Civic organizations, government entities, non-profits, businesses, and community programs supporting Harker Heights are eligible to rent the rooms when they are available for activities such as meetings, retreats, trainings, workshops, conferences, interviews, fundraisers and displays. Priority will be given to City functions.

Reservations for rentals of rooms during Monday - Friday from 8:00 am -5:00 pm must be made at least **three** working days prior to the event. Reservations for rentals of rooms outside of these days and hours must be made at least **five** working days prior to the event. Deposit, room rental fees, and paperwork are due at the time you reserve the room.

The time of your reservation must include set up and clean up time. Staff is not available to set up or tear down; this must be done by the renting group. Wi-Fi is available at no charge.

**To reserve your space today, please contact the Activities Center at 254.953.5493 to set up an appointment.**

## Conference Room A

Our largest space boasts class, convenience and capability with its state-of-the art media equipment, kitchen access, with maximum seating for 200 guests. This space is perfect for banquets, conferences, expos, fundraisers, mixers, gallery showings, and more. The use of this room is limited only by your creativity.



**Kitchen**



## Conference Room B

An intimate space for 4; this room is ideal for quiet meetings, interviews, counseling, brainstorming sessions, etc.



## Conference Room C

This private corner of the facility is the perfect location for workshops, trainings, presentations, board retreats, and more. Fully charged with all of your AV/Video and sound equipment needs, this room is available for groups up to 30.



## Activities Center Office Hours

by appointment only

### Reservation Hours:

Mondays & Fridays  
9:00 am - 5:00 pm

Tuesdays - Thursdays  
9:00 am - 7:00 pm

Saturdays  
10:00 am - 5:00 pm