

The
WOMAN'S
CLUB *of Palo Alto*

Clubhouse
Rental
Information

Thank you for your interest in The Woman's Club of Palo Alto for your next event.

We are so excited about the opportunity to help you host your event at the Clubhouse. This guide is meant to provide the necessary details regarding the event space, what's included in rental, pricing, and the reservation process. Throughout the entire process, the entire rentals team is here to help you make your event a success. Please don't hesitate to reach out if you have any questions.

- Woman's Club of Palo Alto

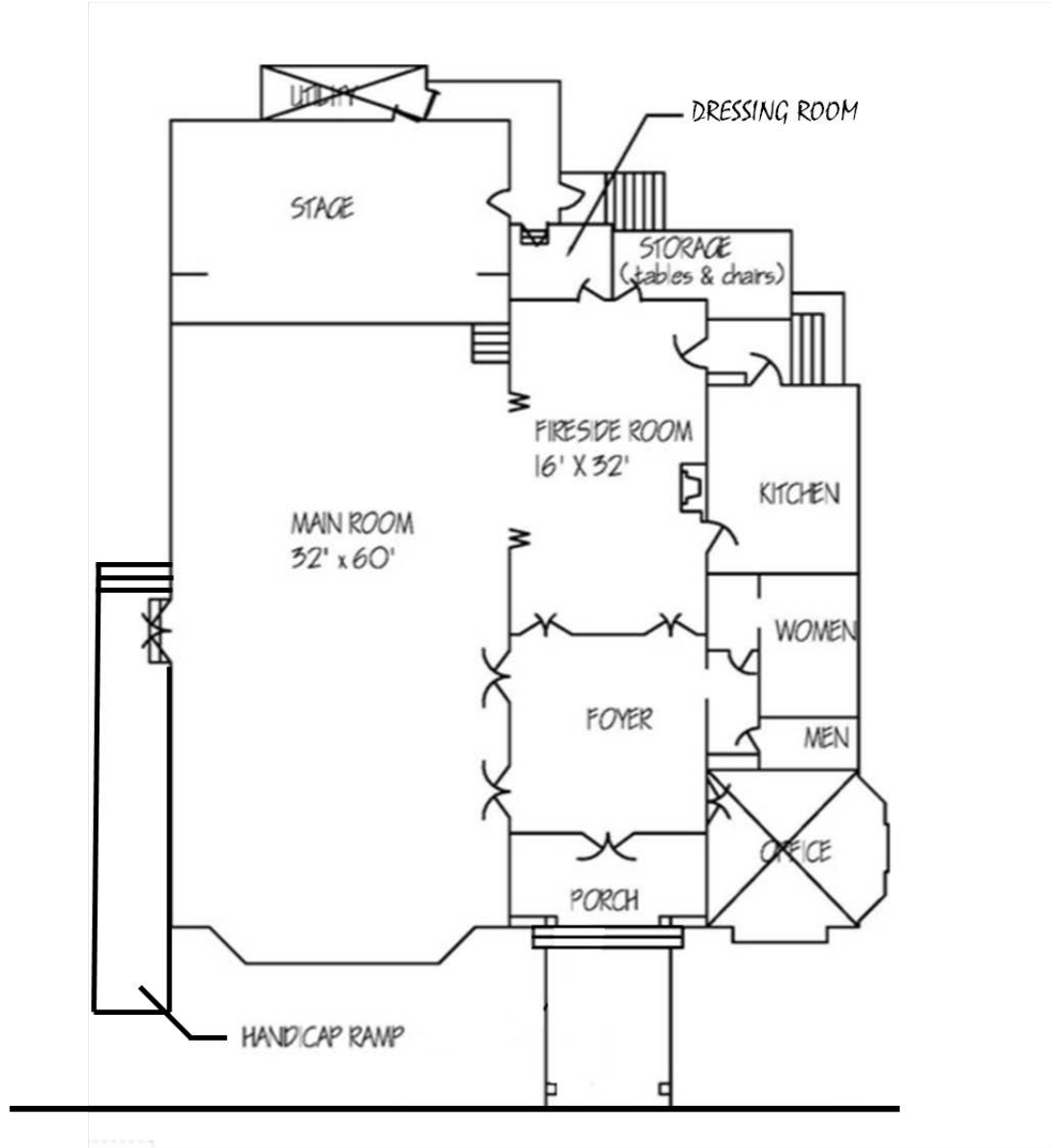
Venue Description

- Main room/Ballroom 32' x 60'
- Fireside room: 16' x 32'
- Foyer 16' x 18'
- Separate Dressing room
- Full performance stage and pull-out lower stage (10' wide by 7' deep)
- Men's and Woman's restrooms (ADA compliant and wheelchair accessible)
- Caterer's' Kitchen:
 - 10-burner stove
 - 2 large ovens (20" x 26")
 - Commercial refrigerator and Freezer
 - 2 rolling carts and 1 rolling vertical tray track
- Handicap ramp access on the left side of the building

475 Homer Avenue
Palo Alto, CA 94301

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Floor Plan



Maximum Capacity

- Seated around tables: 150 people
- Chairs only or Standing: 200 people

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Pricing Information

- Saturday (9am to 11pm):
\$4,000 (flat fee)
- Friday or Sunday (9am to 11pm):
\$3,000 (flat fee)
- Monday through Thursday:
\$300/hour X number of hours
 - \$3,000 maximum charge
 - 6 hrs. minimum– 13 hrs. maximum
 - Full hours only
- \$200 expedited processing fee for bookings made 14 days before the event, except for memorial services
- SECURITY DEPOSIT: \$1,500
- PAYMENT OPTIONS & CANCELLATION (see the FAQ page for details)
- No additional fees or sales tax

Included in Rental

- CHAIRS: 200 banquet chairs (red upholstery)
- TABLES:
 - 17 Round Tables (60") – seat 8 to 10 people
 - 6 Rectangular Tables (30" x 6 ft.) – seat 8 people
 - 6 Buffet Tables (30" x 8 ft.)
 - 5 Square Tables (37" x 37") – seat 4 people
- BABY GRAND PIANO
- AIR CONDITIONING
- WIFI (50 Mbps download, 10 Mbps upload)
- AUDIO VISUAL EQUIPMENT (see the FAQ page for details)
- SPEAKER LECTERN
- STANDARD CLEANING: cleaning of bathrooms, one mopping of floors in the Main room/Ballroom, Stage, Fireside Room, Foyer, Kitchen, and Bathrooms

Reservation Process

- [Complete our rental inquiry form](#), if you are considering an event at the Woman's Club. We will contact you shortly to discuss your needs and schedule a tour of our venue
- If you decide to rent the clubhouse for your event, we will provide you a Rental Application and Contract via DocuSign.
- Note that full payment must be received to secure your reservation. In addition, a floor plan and certificate of liability insurance (see the FAQ page for details) must be provided no later than 30 days before the event.

Helpful Links

[Woman's Club of Palo Alto Website](#)

[Rental Information page](#)

[Rental Inquiry Form](#)

[Rental FAQ page](#)

Contact Information

For rental information, please email:

rentals@womansclubofpaloalto.org

For general information about The Woman's Club of Palo Alto please email or

call: info@womansclubofpaloalto.org

650.321.5821

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