

Wake Forest Community House

A TOWN OF WAKE FOREST PUBLIC FACILITY

133 W. Owen Ave. | 919-435-9560
 wakeforestnc.gov search "Wake Forest Community House"

Facility Facts

Year built: 1942
Size: 3,042 heated sq. ft. on main level
Property: 5 acres
Parking: a small gravel lot is located across the street, some on-street parking is also available

The Wake Forest Community House is available for family reunions, weddings, wedding receptions and other activities. The facility is conveniently located next to Holding Park and Holding Park Pool. Also, adjacent to the facility is R.H. Forrest Field.

History: The Wake Forest Community House opened in 1942. It was built by the Works Progress Administration with the town contributing \$12,800 to the project. The hardwood floors and walls were renovated in 2012.



Amenities

- › Large meeting room
- › Kitchen with microwave, refrigerator and sink
- › Restrooms
- › 27 aluminum folding 6-foot tables
- › 170 chairs (approx.)
- › Wood podium
- › 2 drinking fountains

Seating Capacities

- › 144 people seated at tables
- › 170 people seated (no tables)



Holding Park Pool (adjoining facility – not rented)



Holding Park Pool (adjoining facility – not rented)



Inside Wake Forest Community House

Facility Rental Information & Fees

Rental Space	Deposit	Rental Rate	Non-Profit Rental Rate One (1) fundraiser allowed per calendar year. No alcohol.	Business Rental Rate One (1) for-profit event allowed per calendar year. No alcohol.	Active Military/ Veteran Rate
Center	\$150 \$350 <i>business</i>	half day: \$300 \$250 RD full day: \$600 \$500 RD	half day: \$225 \$150 RD full day: \$450 \$300 RD	half day: \$600 \$450 RD full day: \$1200 \$900 RD	half day: \$270 \$225 RD full day: \$540 \$450 RD

Days available: Fridays, Saturdays & Sundays

Hours available: 8 am-3 pm (half day) | 5 pm-midnight (half day) | 8 am-midnight (full day)

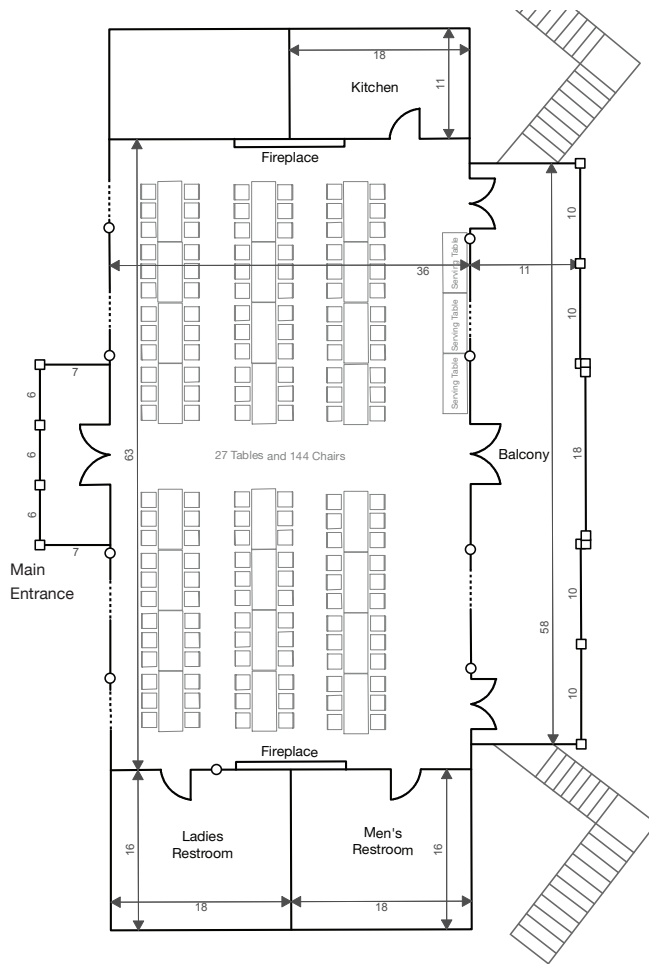
To reserve the facility, call 919-435-9560.

The rental agreement, deposit, and full rental payment must be received a minimum of 10 business days prior to the requested rental date. Renter must be 21 years of age.

RD: Wake Forest resident discount

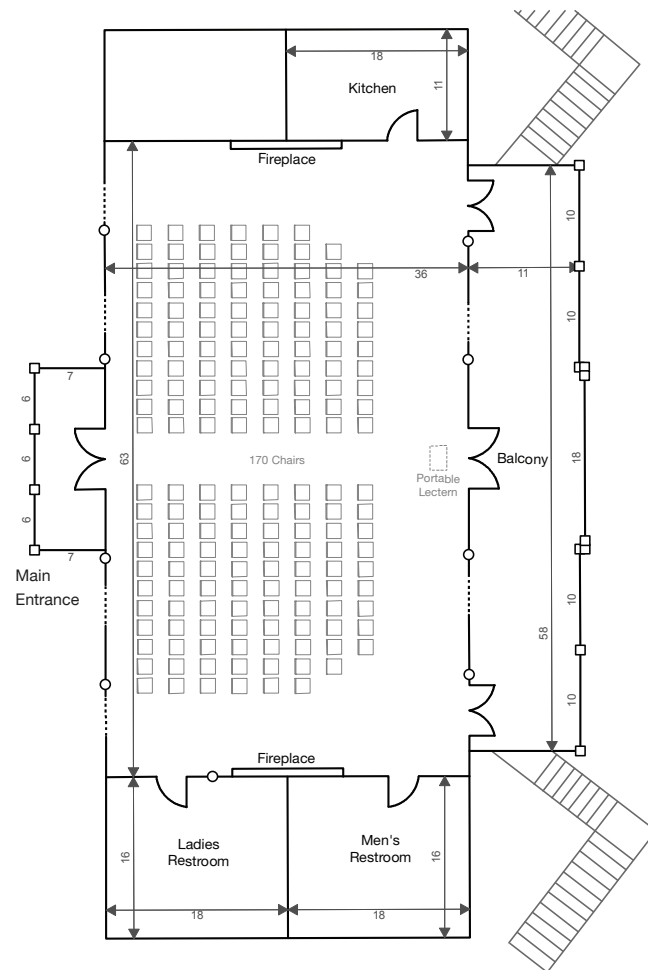


Options for Seating Layout



Banquet

MAXIMUM SEATING: 144



Presentation

MAXIMUM SEATING: 170

All dimensions in feet

Fireplace measures 6.5 ft. tall, 11 ft. wide; mantle is 9.5 in. deep

Window ledges measure 4.5 in. deep

Windows measure 4 ft. wide

○ = electrical outlet

□ = pillar

Renters may select from one of two room configurations: Banquet or Presentation. These configurations abide by fire safety regulations and are ADA compliant. If you wish to adjust the layout, please consult with town staff first.

Equipment Included in Rental—27 folding tables, 170 chairs, podium

- Renter will be responsible for all damage or misuse of the facility including repairs that exceed the deposit fee.
- Alcoholic beverages, intoxicating/controlled substances and smoking are prohibited.
- Nothing may be hung from, nor affixed to, light fixtures, nor tacked/stapled to walls and /or doors.
- No open flames of any kind.
- Any time needed for set up and clean up of rental is included in rental blocks.
- All trash must be removed off site.