

**Commerce Center
Room Rental Agreement**
300 South Third Street, Paducah, Kentucky 42003

This Agreement between _____ and **Paducah Economic Development/Paducah Area Chamber of Commerce** defines the terms and conditions for rental of meeting rooms. This Agreement includes an Attachment with prices which is incorporated into this Agreement.

The following terms and conditions apply to all room rentals:

1. Rental of the Commerce Center meeting room(s) will be on a first come, first served basis. Paducah Economic Development and Paducah Chamber meetings take priority. **All functions must take place within the 8:30 a.m. to 4:30 p.m. timeframe. _____ Renter Initials.** There will be an extra charge of \$100 for set-up on the day prior to your event or take-down the day after. There are no weekend rentals.
2. **Parking: Please have all attendees park in the parking lot in the back of the building unless handicap accessibility is needed. _____ Renter Initials.**
3. Rental of the Commerce Center meeting room(s) by Paducah Economic Development Investors and Paducah Chamber members are given priority over non-member requests.
4. Meetings may not be scheduled more than 6 months in advance.
5. The Commerce Center building and meeting rooms are for business related purposes only. Any company that pays for naming rights of any room may rent the rooms free of charge, if the room(s) is available.
6. There are to be no sales endorsement or meetings of a political nature held for the public from any Renter.
7. All individuals and/or businesses must complete a Room Rental Agreement Form (Attachment 1 at the time the room(s) is reserved along with a deposit fee of one half (1/2) the rental fee. The remaining rental fee is due on the date of the room rental. A per hour fee will be assessed for any function running over the agreed on time. **The Paducah Bank Community Room is not equipped with a phone or phone line. We also do not supply extension cords to charge phones or laptops. There are a limited number of outlets available in the rooms.**
8. All room rental payments are non-refundable and may be changed periodically by the Commerce Center Building Committee.
9. The Paducah Bank Community Room is set up with tables and chairs, consisting of 36 tables which are 24"X60" (2 per table or seating for 72 classroom style) and 96 chairs. Should Renters require a different set- up, the renting party will be responsible for the rental of additional chairs or tables as well as the set-up change to the tables and chairs. A \$50.00 set up fee applies. The Renter will be responsible for the removal of the rented equipment and the return of the room to its normal condition. Room is equipped with a Macintosh computer for presentations, with a large screen and four TV's for display. **Presentations are required by the Commerce Center staff at least one work day prior to your event and all equipment will be set-up by the Commerce Center staff. _____ Renter Initials.** A podium and hand-held microphone are also provided.
10. The Committee Room consists of one large table and 16 chairs. An HDMI Cable is provided for connection to the large TV but a computer is not provided.

11. Renters are responsible for any damage to the facilities and/or contents and fixtures. All damage must be reported to the Building Manager immediately. Room Renters will be expected to cover all repairs and replacement cost of any damage to the facility itself and or the contents of such.
12. **The Room(s) must be left in proper order, with all paper, trash, cups, etc. disposed of in trash receptacles. Waste cans must be emptied in the trash cans outside the building. A \$25 fee will be assessed for failure to do so. _____ Renter Initials.**
13. Renters may bring soft drinks and other light foods. A Paducah Area Chamber authorized caterer must be used for food other than soft drinks and light food. (List attached)
14. Smoking, or any other tobacco use, is not permitted in the building.
15. The meeting room(s) shall not be used for any fraudulent purpose.
16. It is understood, the Commerce Center is in no way responsible for any personal injuries, property damages, or other liabilities that may be incurred during use of their facility. Renter agrees to release indemnity and hold the Commerce Center and its Landlord harmless of any such damages.

BY: _____
(Authorized Signature)

NAME: _____
(Print or Type)

TITLE: _____

DATE: _____

Commerce Center

BY: _____
(Authorized Signature)

NAME: _____

TITLE: _____

DATE: _____

CHAMBER MEMBER CATERERS

Artisan Kitchen

1704 Broadway
Paducah, KY 42001
(270) 538-0250
<http://www.artisankitchen.net>

Bayou Southern Catering, LLC

P.O. Box 9543
Paducah, KY 42002-9543
(318) 347-9051

Chick-fil-A

5193 Hinkleville Road
Paducah, KY 42001
(270) 444-6061
<http://www.chick-fil-a.com>

Cracker Barrel

5035 Hinkleville Rd.
Paducah, KY 42001
(270) 443-9331
<http://crackerbarrel.com>

DeeDee's Delights

6000 Old US Hwy 45 S
Paducah, KY 42003
(270) 564-6425

Firehouse Subs

5194 Hinkleville Rd., Suite 107
Paducah, KY 42001
(270) 408-1782
<http://www.firehousesubs.com>

Fresh Foodies Gourmet Catering & Meal Prep

Paducah, KY 42001
(270) 331-2202
<http://freshfoodiesgourmet.com>

Jimmy John's

414 Lone Oak Rd., Suite A
Paducah, KY 42001
(617) 519-3355
<http://www.jimmyjohns.com>

Mark Cope BBQ

3635 Burldean Dr.
Paducah, KY 42001
(270) 564-9466

McAlister's Deli

5021 Hinkleville Road
Paducah, KY 42001
(270) 442-0203
<https://www.mcalistersdeli.com/locations/ky/paducah/5021-hinkleville-rd-1320>

Neil's Catering

2429 Bridge St.
Paducah, KY 42003
(270) 443-6493
<http://www.neilscatering.com>

Nutty Buckeye BBQ

P.O. Box 7296
Paducah, KY 42002-7296
(270) 816-3599

Panera Bread Company

2950 James Sanders Blvd.
Paducah, KY 42001
(270) 442-0948
<http://www.panerabread.com>

Qdoba Mexican Eats

5015 Hinkleville Rd., Suite C
Paducah, KY 42001
(270) 408-9999
<http://qdoba.com>

Soirées Events

2069 Irvin Cobb Dr.
Paducah, KY 42003
(270) 557-7518
<http://www.soireeseventplanning.com>

The Catering Company

1049 Park Ave.
Paducah, KY 42001
(270) 554-0085

Walker Hall Event Center

229 Madison Street
Paducah, KY 42001
(270) 575-4568
<http://www.walkerhallevents.com>

CHAMBER MEMBER RESTAURANTS

Arnold's Grub Shack

1406 Park Ave.
Paducah, KY 42001
(270) 558-5213

Big Ed's

P.O. Box 413
Paducah, KY 42002-0413
(270) 558-4412

Branch Out

110 Broadway
Paducah, KY 42001
(270) 443-7028
<http://www.branchoutfoods.com>

Buffalo Wild Wings

2916 James Sanders Blvd.
Paducah, KY 42001
(270) 444-5795
<http://www.buffalowildwings.com>

Charley's Philly Steaks

5425 Cairo Rd.
Paducah, KY 42001
(270) 442-2733
<http://www.charleys.com>

Chick-fil-A

5193 Hinkleville Road
Paducah, KY 42001
(270) 444-6061
<http://www.chick-fil-a.com>

Cold Stone Creamery

3001 Rolla Rd.
Carterville, IL 62918
(270) 443-1117
<http://www.coldstonecreamery.com/stores/22275>

Cracker Barrel

5035 Hinkleville Rd.
Paducah, KY 42001
(270) 443-9331
<http://crackerbarrel.com>

Culver's

5450 Old Hwy. 60 W
Paducah, KY 42001
(270) 442-7092
<http://www.culvers.com>

Dairy Queen of Paducah

1031 Joe Clifton Drive

Paducah, KY 42001

(270) 442-6889

<http://www.dqpaducah.com>**Dairy Queen Southside**

3400 Clarks River Rd.

Paducah, KY 42003

(270) 443-7480

DeeDee's Delights

6000 Old US Hwy 45 S

Paducah, KY 42003

(270) 564-6425

Doe's Eat Place of Paducah, Inc.

136 Broadway

Paducah, KY 42001

(270) 443-9006

Dough and Company

5320 Hinkleville Rd.

Paducah, KY 42001

Dunkin' Donuts

5194 Hinkleville Rd., Suite 101

Paducah, KY 42001

(270) 557-7652

Fazoli's

2935 New Holt Road

Paducah, KY 42001-8698

(270) 443-1632

<http://www.fazolis.com>**Firehouse Subs**

5194 Hinkleville Rd., Suite 107

Paducah, KY 42001

(270) 408-1782

<http://www.firehousesubs.com>**Five Guys Burgers and Fries**

5015 Hinkleville Rd.

Paducah, KY 42001

(270) 558-3949

<http://www.fiveguys.com>**Flamingo Row**

2640 Perkins Creek Drive

Paducah, KY 42001

(270) 442-0460

<http://www.flamingorow.com>**freight house**

330 S. 3rd St., Suite 102

Paducah, KY 42003

(270) 908-0006

<http://www.freighthousefood.com>**Frutta Bowls**

5194 Hinkleville Rd., Suite 108

Paducah, KY 42001

(270) 558-5338

<http://www.fruttabowls.com>**Highwater Fresh Bar, LLC**

224 Broadway

Paducah, KY 42001

<http://www.highwaterfreshbar.com>**Hugo's Restaurant**

5101 Hinkleville Rd., #506

Paducah, KY 42001

(270) 443-1020

Jasmine Paducah LLC

451 Jordan Drive, Suite K

Paducah, KY 42001

(270) 442-0000

<http://www.cravejasmine.com>**Jimmy John's**

414 Lone Oak Rd., Suite A

Paducah, KY 42001

(617) 519-3355

<http://www.jimmyjohns.com>**J-Mack BBQ**

2323 US Hwy. 62

Gilbertsville, KY 42044

(270) 909-3227

<http://jmackbbq.com>**JP's Bar & Grill**

119 Market House Square

Paducah, KY 42001

(270) 442-2041

<http://www.jpstrgrill.com>**Longhorn Steakhouse**

5140 Hinkleville Rd.

Paducah, KY 42001

(270) 415-0524

<http://www.longhornsteakhouse.com>**Los Amigos Mexican Restaurant**

5135 Hinkleville Rd.

Paducah, KY 42001

(270) 575-3285

Los Amigos Mexican Restaurant

2817 Lone Oak Rd.

Paducah, KY 42003

(270) 534-1534

Los Amigos Mexican Restaurant

1102 Paris Rd.

Mayfield, KY 42066

(270) 247-0266

Max's Brick Oven Cafe

112 Market House Square

Paducah, KY 42001

(270) 575-3473

McAlister's Deli

5021 Hinkleville Road

Paducah, KY 42001

(270) 442-0203

<https://www.mcalistersdeli.com/location/ky/paducah/5021-hinkleville-rd-1320>**McDonald's**

P.O. Box 7809

Paducah, KY 42002-7809

(270) 554-4002

Mellow Mushroom

3121 Broadway, Suite 104

Paducah, KY 42001

(270) 216-4050

<http://www.mellowmushroom.com/store/paducah>**Muddea's Soul Food & BBQ**

2714 Park Ave.

Paducah, KY 42001

(270) 558-5991

99 Buffet

3470 James Sanders Blvd.

Paducah, KY 42001

(270) 408-6666

O'Charley's

3916 Hinkleville Rd.

Paducah, KY 42001

(270) 442-7770

<http://www.ocharleys.com>

Outback Steakhouse

3995 Hinkleville Road
Paducah, KY 42001-9156
(270) 442-4111
<http://www.outback.com>

Paducah Beer Werks

301 N. 4th St.
Paducah, KY 42001
(270) 933-1265
<http://www.paducahbeerwerks.com/>

Panera Bread Company

2950 James Sanders Blvd.
Paducah, KY 42001
(270) 442-0948
<http://www.panerabread.com>

Papa John's Paducah, LLC

3709 Clarks River Rd.
Paducah, KY 42003
(270) 442-7272
<http://www.papajohns.com>

Patti's 1880s Restaurant

P.O. Box 111
Grand Rivers, KY 42045-0111
(270) 362-8844
<http://www.pattis-settlement.com>

Pizza Inn

1001 Joe Clifton Drive
Paducah, KY 42001-3749
(270) 442-7105
<http://www.pizzainn.com>

Qdoba Mexican Eats

5015 Hinkleville Rd., Suite C
Paducah, KY 42001
(270) 408-9999
<http://qdoba.com>

Rafferty's Restaurant & Bar

3970 Hinkleville Road
Paducah, KY 42001
(270) 442-1014
<http://www.raffertys.com>

Red's Donut & Coffee Co.

10 Leah Way
Symsonia, KY 42082

Shandies

202 Broadway
Paducah, KY 42001
(270) 442-2552
<http://shandiesrestaurantandbar.com/>

Strickland's Seafood, LLC

548 N. 32nd St.
Paducah, KY 42001
(270) 538-3474
<http://stricklandsseafood.com>

Strombolis Grill

3592 Lone Oak Rd.
Paducah, KY 42003
(270) 558-5433
<http://www.strombolisgrill.com>

Subway

P.O. Box 7825
Paducah, KY 42002-7825
(270) 534-7827
<http://www.subway.com>

Sugar Crystals

3320 N. Friendship Rd.
Paducah, KY 42001
(270) 366-5761
<http://sugarchrystals.com>

Texas Roadhouse

2900 James Sanders Blvd.
Paducah, KY 42001
(270) 442-7000
<http://www.texasroadhouse.com>

The Burger Theory

600 N. 4th St.
Paducah, KY 42001
(270) 366-7614
<http://www.holidayinn.com/paducahky>

The Old Dusty Dog

P.O. Box 7367
Paducah, KY 42002-7367

The Olive Garden

5150 Hinkleville Road
Paducah, KY 42001-9693
(270) 442-4190
<http://www.olivegarden.com>

The Pork Peddler

701 N. 8th St.
Paducah, KY 42001
(270) 442-7414

Topp Royal Tea

2401 Old Cairo Rd.
Paducah, KY 42001
(270) 217-1497

Tribeca

127 Market House Square
Paducah, KY 42001
(270) 444-3960
<http://www.tribecarestaurant.com>

Tropical Smoothie Cafe

4793 Village Square Dr., Suite H
Paducah, KY 42001
(270) 557-7348
<http://www.tropicalesmoothie.com>

Zaxby's

1804 Plum St.
Valdosta, GA 31601
(270) 557-7513
<http://www.zaxbys.com>