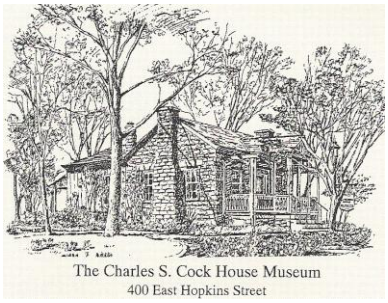

The Heritage Association of San Marcos

CHARLES S. COCK HOUSE MUSEUM

SPECIAL EVENT INFORMATION

The Heritage Association Guild coordinates Special Events at the Charles S. Cock House Museum located at 400 E. Hopkins Street, San Marcos, Texas 78666.

The rental fee is $50.00 per hour with a 4-hour minimum. Hours of operation are limited to 8:00 am to 9:00 pm. A Heritage Guild representative must always be on site or available. The building can accommodate a Guest capacity as follows:

Sit-down brunch, luncheon or dinner	maximum 48 guests
Move about reception or party	maximum 50 guests

Guests may bring in pre-prepared food, linens, centerpieces, and their own serving ware (plates, bowls, utensils, napkins, etc.). Kitchen use is limited to sink, refrigerator, microwave, and stove/oven to maintain proper food temperatures. Instructions on oven usage are posted above the stovetop on the vent hood. No pets, intoxicants, smoking, open flames or affixing items to the walls/ceilings are allowed. An exception for service animals is allowed but requires that documented medical proof of need be provided at least one (1) week before event.

Reservations must be finalized no later than two (2) weeks prior to the date of the event. A final written agreement signed by both parties is required along with a refundable security deposit of $150.00 and full payment of the rental. The deposit will be refunded if the house is returned in the same condition that existed prior to the event. A non-refundable cancellation fee ($50) will apply if an event is canceled with less than fourteen (14) days of the scheduled event.

Note: Security cameras (video only) are used in and around the premises for safety purposes.

The Guild invites you to hold your special event at the Charles S. Cock House Museum.

Please contact us at 512-392-4295 or send an email to HASMRental@gmail.com.