



General Information

The Great Hall Room Rental: \$1300.00

- *Includes our Fireside Room which is an inviting room for punch and hors d' oeuvres before entering the Great Hall.*
- *Can seat up to 300 people banquet style*
- *Includes all linen, china, dance floor, stage for head table, and cake table.*
- *Basic AV such as: built in LCD projector and screen for slide shows, all microphones, DVD equipment and more!*

Menu:

Choose from our wide variety of entrees or buffets. Our Executive Chef is eager to provide a personalized touch to suit your tastes. We are happy to accommodate special dietary needs.

Decorations:

All linens are included with your room rental. We offer a variety of linens in an assortment of colors. Centerpieces including square mirrors, globe bowls for a floating candle or flower, tea lights, and bronze tiered oil lamps are available.

Hotel Amenities:

The Prince Conference Center provides overnight accommodations for your out-of-town guests. Include 66 immaculate guest rooms and three extra-spacious suites. The Prince Conference Center is handicap accessible and a smoke-free facility. Wake up with us and enjoy breakfast before or after the big day!

Staff:

Our staff is committed to excellence in service & presentation. You and your guests will be treated like royalty. Your guests will enjoy a delicious meal in a beautiful surrounding on your special day.



Frequently Asked Questions

Is the Prince Conference Center open to the public?

The Prince Conference Center is open to friends of Calvin College.

If the Prince Center is owned by Calvin College, are the rooms like dorm rooms?

Not at all. The Prince Conference Center is a beautifully decorated center, with 69 guest rooms and over 10,000 square feet of meeting space.

Do you have any adjoining rooms or suites?

The Prince Conference Center does not have adjoining rooms, but we do offer three extra-spacious suites that are ADA friendly.

Do you have a pool?

No, we do not have a pool in the Prince Center. However, we have an on-site fitness center, and all of our guests are welcome to use the Calvin College facilities, which include a pool, weight-training rooms, Nautilus weight equipment, and gym.

Do you have an on-site restaurant?

No, but we do serve banquets and dinners for groups of all sizes, from four to 350. We are also located very near 28th Street in Grand Rapids, which has hundreds of restaurants, ranging from quick and light to elegant fine dining.

But what about conferences, banquets, meetings and wedding receptions? Do we have to bring our own food in?

No. The Prince Conference Center has a very experienced catering department headed by our Executive Chef and Catering Manager. Select from our extensive menu, or our Executive Chef would be happy to customize a menu to suit anyone's taste.



Do you allow Hors d' Oeuvres receptions?

Yes we do allow Hors d' Oeuvres receptions. Ask your coordinator for details.

What is the maximum number of people your facility can accommodate?

300 persons Banquet Style and over 400 persons Theater Style in the Great Hall. Our overnight accommodations can sleep up to 261.

Can I bring my own food into the Prince Center?

At the Prince Conference Center we provide catering for all in house events held here.

Do you serve alcohol?

The Prince Conference Center, being owned by Calvin College, is located on Calvin's campus, which is an alcohol-free campus. Alcohol is not allowed anywhere on campus, and is not served at events at the Prince Center. Please refer to our Policy Statement.

Do you allow smoking?

The Prince Conference Center, being owned by Calvin College, is located on Calvin's campus, which permits smoking only in designated outside areas. There are no designated areas within the lodging rooms or inside conference halls. Guests of the Prince Center wishing to smoke must go to designated outdoor locations at the east and west ends of the building.

Is parking available?

Yes there is—our main parking lot is located right in front of the building and provides ample free parking.

What is the policy on cancellations, reservations, pricing, billing, tax exempt, alcohol, liability, etc.?

Please see our Policy Statement, for full details.



Is there a cake cutting fee?

Yes, a service charge of 50 cents per person will be assessed when a professional wedding cake is brought in.

May we use rice/glitter/birdseed/confetti?

We do not allow the use of rice, glitter, birdseed or confetti inside the building.

Do you offer taste testing?

Yes, please contact the event coordinator to discuss setting up a time to have a taste test.