



**HINES CENTER**  
Fannin Street, Houston TX, 77002  
[www.hinescenter.org](http://www.hinescenter.org)  
713.590.3302

### **An Oasis Downtown**

A uniquely designed oasis, The Hines Center was built on the vision of creating an atmosphere that serves the community. It provides a distinguished space that allows creativity and overall focus on well-being. As this belief constantly encourages a widespread of events; our 3,000 sq. ft. of venue space allows the choice of an intimate to a mid-size scale setting that inspires a sense of unity.

We pride ourselves in offering an array of amenities and state of the art audio visual to help bring your vision to life. With our highly personable and knowledgeable staff available at your service every step of the way, we thrive on helping create great experiences.



### **Why Clients Choose Us**

- Complimentary Garage Parking
- Grooming Area with Built in Showers
- Onsite Event Producer
- Complimentary WIFI
- Onsite Security
- Complimentary State of the Art Audio Visual
- Selection of Your Own Licensed Caterer

### **Space Features**

- Customary High Back Chairs
- Accustomed Tables
- Restorative Lounge Seating
- Built in White Boards in all meeting rooms
- Flip Charts
- Conference Phones

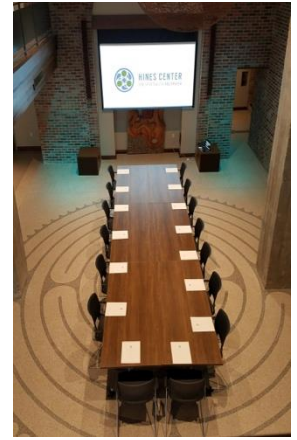


### **Payment**

A 50% non-refundable deposit of the venue rental is due upon signing the agreement. 14 business days prior to the event, the remaining 50% of the venue rental is due. Within 15 business days following the event; the balance of any additional fees, including any damaged deposit, security cost, and any items ordered on site is due.

## Audio Visual (Complimentary)

- Bright Large Venue Projector (7,000 Lumens)
- Full color mixing spotlights (4 channel RGBW)
- High-Definition Video Recorder (1080p)
- Subwoofers designed for music
- High quality speakers designed for Hines Center's reverberant spaces
- Handheld and Lavalier Microphones
- Inputs for additional microphones, if needed
- Blu Ray Play for projection by HD projector
- Digital Screens



## Food & Beverage

The Hines Center prides ourselves in having well established relationships with several respected Houston Caterers in the area, including, but not limited to:

- Swift + Company
- Epicurean Group
- El Burro and the Bull, and many more

Interested in selecting your own Caterer? The Hines Center thrives on allowing our clients to make their own choice on how they envision their event. This also means being able to choose the most important aspect in fueling peoples energy and delight, and that is....Food! All Outside Caterers must be approved by Hines Center guidelines and obtain customary insurance. For more details please contact us at 713-590-3302.

Coffee, Tea, Water, and Light Refreshments are included

Serving alcoholic beverages is acceptable based upon compliance with the Hines Center policy. Texas Alcoholic Beverage Commission certified vendors and servers must be employed to serve and supply alcoholic beverages and shall possess appropriate permits and licenses required by law.

## Our Staff

Creating a memorable experience for your event is being able to deliver on our promise of great service the day of your program. Therefore, we have a selected a personal onsite event producer that will be present during all events.

## Parking

Our courtesy self-parking garage is conveniently located only one short block away from the Hines Center at 511 San Jacinto Street Houston TX. Parking tickets are validated at the Hines Center. Clients may choose to offer valet parking for guest.

## Security

Safety is a primary value we hold within our community and that is why we offer pre-arranged security. All evening events and events serving alcoholic beverages are required to have security present until the conclusion of the program.

## Pricing

Need a quote for your event? Contact us at 713-590-3302.

The Hines Center offers competitive pricing.

\*Rates vary based on space and dates\*

# Meeting Room Capacity Chart

FIRST FLOOR								
ROOM	SQUARE FOOTAGE	DIMENSIONS	THEATRE	ROUNDS 72" 10 PER	RECEPTION	CLASSROOM	BOARD	U-SHAPE
Main Hall/Labyrinth	1,292 S.F.	38' 8" x 36' 8"	81 (A)/107 (B)	80	120	40	24	20
Movement Studio	646 S.F.	20' 0" x 31' 10"	40	40	60	20	24	18
SECOND FLOOR								
ROOM	SQUARE FOOTAGE	DIMENSIONS	THEATRE	ROUNDS 72" 10 PER	RECEPTION	CLASSROOM	BOARD	U-SHAPE
Consultation Room	108 S.F.	10' 1" x 10' 8"	8	N/A	N/A	N/A	6	N/A
Conference Room	231 S.F.	21' 9" x 10' 8"	22	N/A	N/A	N/A	14	N/A
Art Room	205 S.F.	13' 1" x 15' 8"	20	N/A	25	12	12	9
Meeting Room	203 S.F.	13' 1" x 16' 2"	14	N/A	N/A	N/A	12	9
Meditation Room	165 S.F.	16' 1" x 10' 6"	20	N/A	N/A	N/A	N/A	N/A

