

*Your place for special events*



*at Queen of All Saints*



Six modern meeting rooms, technology-ready,  
versatile, warm & comfortable.  
Gathering space, cafe and chapel.



*Parties, Conferences,  
Meetings & More*

[www.qas.org](http://www.qas.org)  
(219) 872-9196

1719 E. Barker Ave.  
Michigan City, IN 46360

Queen  
of All Saints   
CATHOLIC PARISH  
*— Be Saints, Make Saints —*

January 18, 2019

Thank you for your interest in holding an event at Queen of All Saints! Our newly-constructed Legacy Center features warm and comfortable meeting spaces equipped with the latest technology. Our versatile furniture allows for multiple room configurations, and access to amenities such as restrooms and water fountains are nearby. We are open to hosting all types of events from small meetings to family gatherings to corporate conferences. Please take a look at the beautiful photographs and frequently asked questions below. Feel free to contact me with any questions or when you're ready to plan your event.

Jessica Rosier, Campus Experience Coordinator

[jessicar@qas.org](mailto:jessicar@qas.org)

(219) 872-9196 ext. 151

## *Frequently Asked Questions*

### 1) Which facilities are available for rental? What are the capacities, and the cost?

Room	Capacity	Cost and Time Frame	Deposit (returned pending no damages)
Legacy Center Room 1, 2, 3, 4, 5, 6, or Gathering Space	Room 1: 84 Room 2: 41 Room 3: 41 Room 4: 60 Room 5: 38 Room 6: 38 Gathering Space: 200	Non-profit meeting: \$50 for 2-hours, \$25 per additional hour.  For-profit meeting: \$100 for 2-hours, \$50 per additional hour.  Parishioner party: \$250 for 6-hours, \$125 per additional hour.  Non-parishioner party: \$300 for 6-hours, \$150 per additional hour.	Meetings: \$100 refundable check.  Parties: \$500 refundable check.
Legacy Center Rooms 4, 5, 6 combined	136	Non-profit meeting: \$75 for 2-hours, \$50 per additional hour.  For-profit meeting: \$150 for 2-hours, \$100 per additional hour.  Parishioner party: \$350 for 6-hours, \$200 per additional hour.	Meetings: \$100 refundable check.  Parties: \$500 refundable check.

		Non-parishioner party: \$400 for 6-hours, \$250 per additional hour.	
School Cafeteria or Gymnasium	Cafeteria: 122 Gym: 315	Parishioner: \$250 for six hours, \$125 per additional hour.  Non-parishioner: \$300 for six hours, \$150 per additional hour.	\$500 refundable check.
School Cafeteria, Gymnasium combined	437	Parishioner party: \$350 for 6-hours, \$200 per additional hour.  Non-parishioner party: \$400 for 6-hours, \$200 per additional hour.	\$500 refundable check.
Entire Legacy Center, School Cafeteria, and Gymnasium	939	Conference: \$6,500. Includes 6-hours of set-up time day before conference, and 12-hours on day of conference, \$400 per additional hour.	\$2500 refundable check.
Community Center Room A or B	65	Non-profit meeting: \$25 for 2-hours, \$10 per additional hour.  For-profit meeting: \$50 for 2-hours, \$25 per additional hour.  Parishioner party: \$100 for 6-hours, \$50 per additional hour.  Non-parishioner party: \$150 for 6-hours, \$75 per additional hour.	Meetings: \$50 refundable check.  Parties: \$500 refundable check.

## 2) What are the rules regarding food and drink?

You may bring in your own food, or work with a caterer. QAS can provide a list of caterers, if needed. Food warmed with sterno cans is only permitted with an **attended** buffet. No exceptions.

If renting the Legacy Center, no red drinks or sauces are permitted, including salsa and spaghetti sauce (red substances are extremely difficult to remove from carpets if spilled). No chewing gum is allowed. Alcohol is not allowed on Queen of All Saints Parish premises.

Groups renting the Legacy Center must bring prepared food, as there are not cooking facilities on site. Groups wanting access to the kitchen must rent the cafeteria for their event.

## 3) May I decorate the space?

Yes, though only freestanding decorations are permitted. Nothing may be affixed to the walls, ceiling, windows, doors, etc., balloons must be tethered. Use of open flame candles, taper candles, confetti and glitter is strictly prohibited.

## 4) What type of technology is available?

Each meeting room in the newly constructed Legacy Center is equipped with a Smart TV, capable of navigating the internet and showing films. There is the ability to show films in the Legacy Center Gathering Space, and play music throughout the building. Free Wi-Fi is available throughout the QAS campus. The gymnasium and cafeteria have limited technology.

## 5) How do I reserve a space?

Please contact Campus Experience Coordinator Jessica Rosier to schedule a tour, or book a rental. She can be reached at [jessicar@qas.org](mailto:jessicar@qas.org) or at (219) 872-9196 ext 151. All fees, payable as cash or check, are due upon signing of contract.



## *Diocese of Gary Stewardship Forum*

November 2018

Keynote speaker, panel discussion, vendor fair, afternoon snack

100 attendees



Vendors in Legacy Center Gathering Space



Above: Greeters at Legacy Center doors  
Below: Registration area in Gathering Space



## *Visit from author Mary Sperry*

October 2018

Breakfast, author talk, and book signing

80 attendees



Book signing in Gathering Space



Above: Sperry speaking to group in Rooms 4, 5, and 6

Below: Guests in Rooms 4, 5, and 6

## *Diocese of Gary Women's Conference*

April 2018

Keynote speakers, Mass, lunch, vendor fair

600 attendees



Women attending Mass



Above: Cooking demonstration on stage in the gym  
Below: Standing ovation following demonstration



## *Legacy Center Amenities*

- Large restrooms and water fountains
- Wet bar with space for hospitality
- Comfortable Gathering Space
- Proximity to chapel and church
- Elevators and handicap accessible doors
- Modern technology and sound system
- Welcome desk
- Modular furniture



Welcome desk



Above: Comfortable Gathering Space  
Below: Wet bar with space for hospitality