

Exhibit A

Rooms Available	Sunday-Thursday	Friday	Saturday
Grand Ballroom* (whole day)	\$600	\$1600	\$1600
Arabian Room** (with ballroom rental)	\$100	\$125	\$125
Arabian room** (without ballroom rental)	\$150	\$150	\$150
Potentates Room***	\$100	\$100	\$100
Kitchen in Basement****	\$650	\$650	\$650

*If day before is not rented you can purchase for decorating between the hours of 8am & 4pm for \$250

**No food or drink permitted in Arabian Room, failure to comply will result in loss of security deposit.

***No food or drinks permitted in Potentates office, failure to comply will result in loss of security deposit.

****Kitchen rental is strictly rental of the kitchen appliances, renter is responsible to provide all items necessary to prepare, cook and serve the meal. Kitchen must be cleaned prior to the end of the event, failure to comply will result in loss of security deposit.

~Events that continue past midnight are subject to a \$250 per hour additional charge~

Rates based on 12 hour rental

Lessee agrees to use the name BENI KEDEM SHRINE CENTER as designating the place where said event will be held in connection with the advertising, publicity or announcements.

Any function held on one of Beni Kadem's recognized holidays is subject to an additional charge to cover holiday expenses for the staff.

Maximum Capacity as per Charleston Fire Department:

- Grand Ballroom 399 persons
- Conference Room 40 persons

Rental fee includes:

- Set up of floor plan*(UP TO 2 HOURS LABOR). Round tables are 60" in diameter, seating 6-8 persons, or 8' rectangular, seating 8-10 persons, 6' rectangular, seating 6 persons with white folding chairs.
- Removal of tables and chairs, clean up * (UP TO 2 HOURS LABOR) and trash removal after the event.
- Use of kitchens located on the upper level.
- Use of the ice machines located on the upper level.
- Custodial assistance during the event.
- Designated outside smoking area

- Handicapped ramp

* All Labor in excess of the allocated 4 hours allocated to the advance set up and after the event cleanup will be billed to the \$250 Security deposit at a rate of \$24 per hour.

Available for additional fees:

- Kitchen warmers
- Sound System and Video Screen
- In-house catering

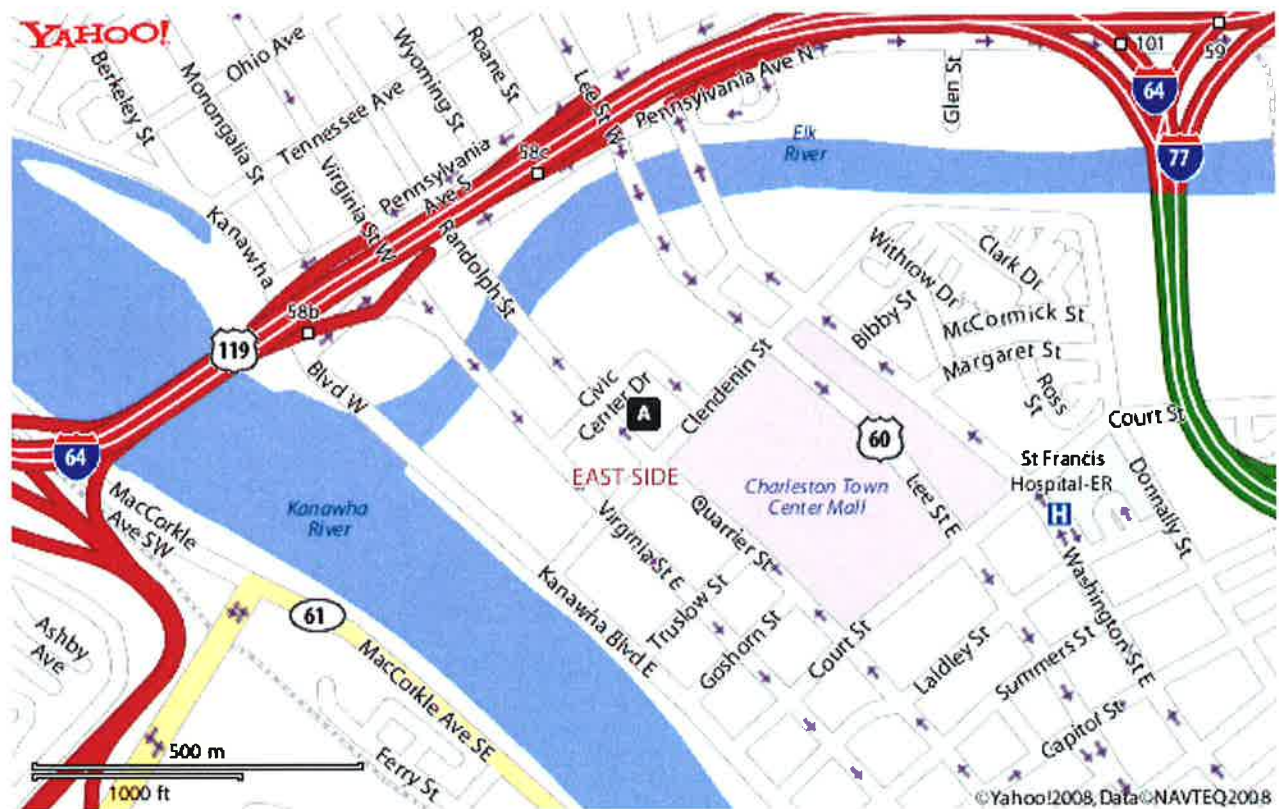
***CALL FOR DETAILED PRICING ***

Does not include:

- Alcoholic beverages
- Catering other than in-house (separate contract required)
- Beverages
- Silverware
- Tableware and Glasses
- Baking/serving dishes/steam table
- Decorations
- Entertainment/DJ or Band

Checklist

- Signed Agreement
- Security Deposit
- Rental Fee Payment #1
- Rental Fee Payment #2
- Certificate of Comprehensive General Liability Insurance
- Caterer Approval
- Floor plan (10 days prior)



Beni Kedem Shrine Center
100 Quarrier Street
Charleston, WV 25301

Directions:

From the West: I-64, Exit 56b, merge onto Virginia Street E, Left on Clendenin Street, Left on Quarrier Street.

From the North, South and East: I-64, Exit 58-c, Left on Lee Street, Right on Clendenin, Right on Quarrier Street.

Emergency contacts:

Mark Mullins
Building Operations
Cell (304) 951-0115
Work (304) 343-9405

Walter Moore
Recorder
Cell (304) 9937799
Work (304) 343-9405

For any questions, or additional information, contact the Beni Kedem Shrine Center at 304-343-9405, Monday through Friday, 9:00 am to 4:30 pm.