



Parks and Recreation Department

Southeast TN Trade and Conference Center

Fee Schedule

Item	Fee
Entire Conference Center (5,220 sq ft, up to 299 people)	\$375 per day
Large room (4,360 sq ft, up to 160 people)	\$325 per day
Refundable Security Deposit	\$50
Refundable Kitchen Key Deposit	\$25
Wi-Fi	\$30
Projector	\$30
Projector Screen	\$30
Microphone	\$10 each
Microphone Stand	\$2 each
Speakers	\$10 each
Speaker Stands	\$5 each
Sound Mixer	\$30
Stage	\$15 each
Stage Skirting	\$5 each
Credit Card Convenience Fee	3%
Return Check Fee	\$45
Fee includes tables and chairs. A contract and half the rental fee are due at time of reservation.	
Contact: Parks & Recreation Department 423-744-2704	

City Council Updated/Adopted on June 16, 2026