



2851 E. Bonanza Rd., Las Vegas, NV 89101

For more information or to inquire about rental opportunities, please contact:

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About Us

The Library District nurtures the social, economic, and educational well-being of people and communities. The Library District is committed to building communities of people who can come together to pursue their individual and group aspirations.

The Library District has 25 branches, serving 1.6 million people over 8,000 square miles.

We welcome over 650,000 people to 21,000 library-sponsored and community events each year.

Programming and Venues Department (PVS)

The PVS Department coordinates the use of our venues via partnerships and rentals. We partner with other government entities and non-profit institutions to present free and open public programs without solicitation or commercial intent, that align with the Library District's strategic framework. All PVS facilities are available to rent on a first-come, first-served basis.

Our five performing arts centers, all with dedicated sound, lighting and projection equipment, are unique spaces offering varying performance options and seating capacities: Clark County (399 seats), Summerlin (284 seats), West Charleston (276 seats), Whitney (198 seats) and Windmill (294 seats). The rental rate is \$40 per hour, with additional fees for technicians, security, and insurance (through a separate vendor). Reservations are accepted up to one year in advance.

Our 21 meeting rooms at 14 library branches, can accommodate up to 300 people. All the meeting rooms have tables and chairs, and many feature audio-visual equipment. The rental rate is \$30 per hour, and reservations can be made up to six months in advance on our website (www.thelibrarydistrict.org), or in person at any library branch.

East Las Vegas Library Multipurpose Room

The Multipurpose Room at East Las Vegas Library is a 3,461 sq. ft. multi-use space with a 150-to-250-person capacity. It features 4 state-of-the-art projectors with accompanying screens, a Blu-Ray player, mobile stage, banquet tables and chairs. The facility is well suited for a variety of live productions of music, dance and theater, as well as lectures, movie screenings, information fairs, private gatherings, and workshops.

Events requiring the use of the mobile stage, theatrical lighting, or sound equipment require the assistance of a Technician Specialist for an additional fee.

To accommodate smaller, more intimate events, the room can be divided into two 1,730 sq. ft. spaces. The rental rate is a flat \$30 per hour, applied equally to the full 3,461 sq. ft. space or either of the divided half-spaces.

The space features a demonstration kitchen that can be used for cooking demos, and for serving food prepared off of the premises. If you plan on using the demonstration kitchen, please call the venue manager before booking.

East Las Vegas Library is located at 2851 E. Bonanza Rd., less than 1 mile north of US-95.

East Las Vegas Multipurpose Room Venue Quick Reference

ROOM CAPACITY*

Multipurpose Room 1 & 2 Combined - 250 People

Multipurpose Rooms 1 & 2 Divided - 150 People

*Reflects capacity of rooms without furniture or equipment.

ADA COMPLIANCE

Assistive listening system

MULTIPURPOSE ROOM DIMENSIONS

Rooms 1 & 2 Combined - 58' x 58'; 3,461 sq. ft.

Rooms 1 & 2 Divided - 58' x 28'; 1,730 sq. ft.

PROJECTORS

4- PT-RZ660 6000 Lumen Laser Projector

Hanging Height from floor – 12'10"

2 Projectors in each room when divided

DROP DOWN SCREENS

4- 12' x 7'

2 Screens in each room when divided

MOBILE STAGING (Technician Required)

8 Pieces - 4' x 8' Panels

GREEN ROOM

Capacity – Approx. 6 People

Single occupancy restroom w/ dual vanity mirror

WARDROBE

No washer/dryer facilities on site

FURNITURE

14- 5ft Round Banquet Tables

28- 60" x 18" Rectangular Tables

275 Chairs

MISCELLANEOUS

2- Lecturn

LOAD-IN DOOR INFO

5'-10"W x 7'-8"H

No dock/dock door

No shop space

Limited storage space

DEMONSTRATION KITCHEN* - 15'7" x 9'8"

1 – Mobile Mirrored Demo Table

3 – Mobile Worktables

***Demonstration kitchen is not licensed for food preparation. If you plan on using the kitchen, please call the venue manager before booking.**

Table of Contents

Fee Schedule	5
Multipurpose Room Specifications	6
Front of House	7
Demonstration Kitchen/Load-In Areas	8
Green Room	9
Multipurpose Room Technical & A/V Features	
Audio Visual Capabilities (No Technician)	10
Technician Aided A/V Capabilities	11
Room Capacity By Setup	12
Rules & Policies	13
Local Services	14
Map	15

Venue Use Fees

Venue Use Fees apply to rental use of Library District facilities. For more information about available venues, please visit: <https://thelibrarydistrict.org/rental-facilities/>.

Library District rates for venues and labor apply for up to 8 hours. Time exceeding 8 hours of continuous use is charged at the overtime rate. A Technician Specialist is required for Performing Arts Center use and Security is required for after-hours use.

Venues

Conference Room; 1-hour minimum	\$30 per hour
Performing Arts Center; 2-hour minimum	
Single day use; charged hourly	\$40 per hour
Overtime rate	\$60 per hour
Multi-day use; charged daily for up to 8 hours of use	
Daily rate – first 17 days	\$300 per day
Daily rate – additional days	\$450 per day
Additional use over 8 hours per day	\$60 per hour

Labor

Technician Specialist; 2-hour minimum	\$65* per hour
Overtime rate	\$98* per hour
Security; 4-hour minimum	\$32* per hour
Overtime rate	\$48* per hour

Services

ADA Hearing Interpreter; 2-hour minimum	\$115* per hour
Piano Tuning	\$200* per service

Policy Non-Compliance

Late Payment & Insurance Submission (Days 1-6)	\$100 per day
Late Insurance Submission (Day 7)	Cancellation
Exceeding Occupancy	At cost per violation
Cleaning, Restoration, and Labor	Actual cost
Disposal of Customer Property and Labor	Actual cost
Early Arrival/Late Departure	
Conference Room	\$30 per 15 minutes
Performing Arts Center	\$40 per 15 minutes
Labor	Hourly rate per 15 minutes
ADA Failure to Notify	At cost per violation
Resolution of Naming Misuse (48-120 hours)	\$500 per day
Resolution of Naming Misuse (120 hours)	Cancellation
Understaffing Chaperones & Ushers	\$25 per hour, per person

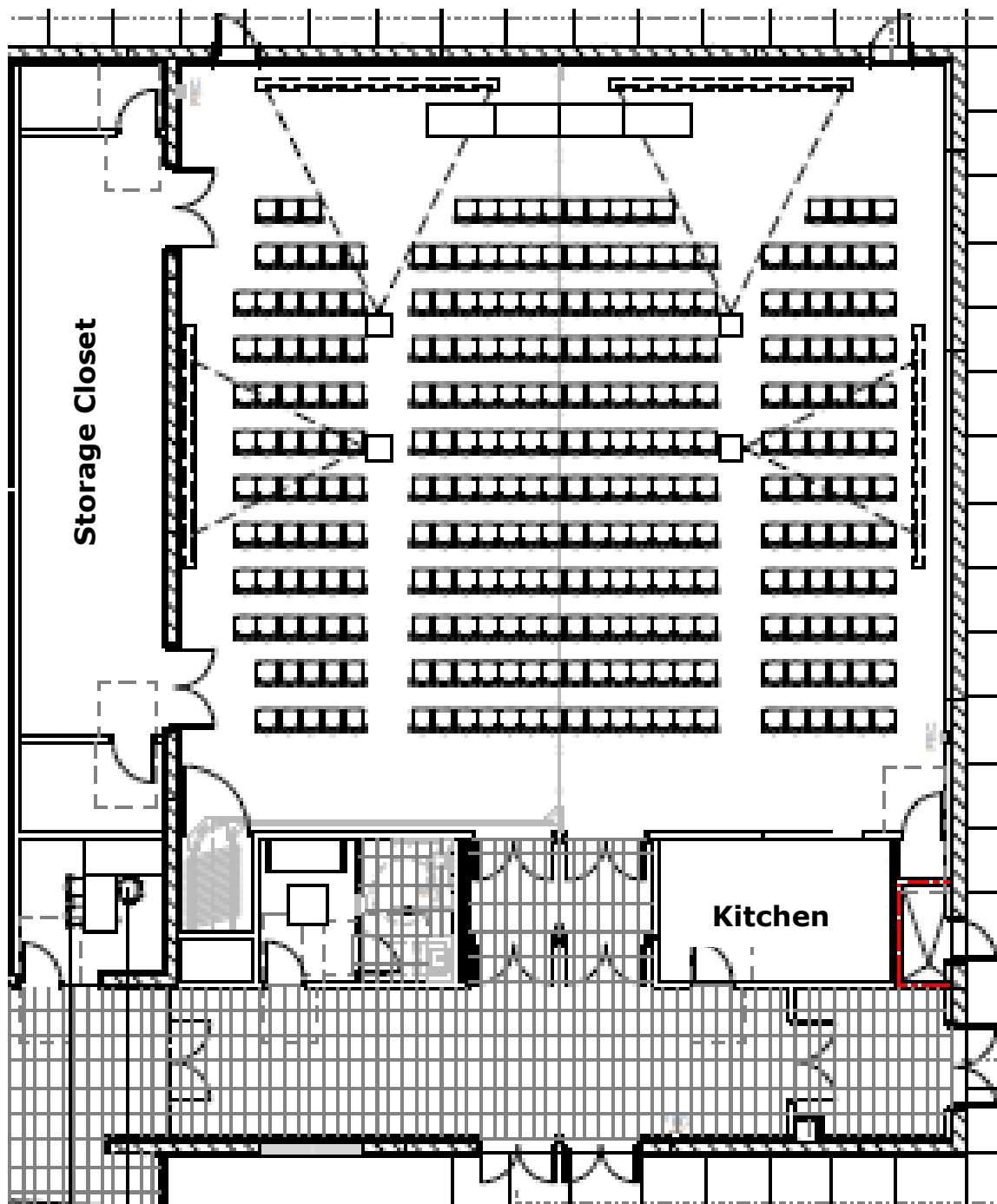
**Subject to change annually based on expected incurred costs rounded up to the nearest dollar.*

Effective Date: 07/01/2026	☐ New ☒ Revised	Index Code: CE 330-6-POL.4.P
Originating Department: Community Engagement		

Multipurpose Room Specifications

GROUND PLAN

(Drawing not to scale; furniture depicted in ground plan is not fixed)



Front of House



SEATING AREA

The Multipurpose Room at East Las Vegas Library has a capacity of 150-250, depending on furniture setup. Seating is not fixed within the space and can be setup to meet specific event needs. Rental customers are responsible for set-up and breakdown of seating and tables during their rental period.

ENTRY AREA/LOBBY

The multipurpose room lobby is located on the south end of the library and is situated next to the Art Gallery. It includes separate entry doors that lead out onto the Plaza. Public restrooms are situated at the opposite end of the Art Gallery.





DEMONSTRATION KITCHEN*

The demonstration kitchen is included in rental of Multipurpose Rooms 1 & 2, or Multipurpose Room 2. The demonstration kitchen contains a refrigerator, freezer, sink with disposal, oven with gas stove cook top and ventilation hood.

***Demonstration kitchen is not licensed for food preparation. If you plan on using the kitchen, please call the venue manager before booking.**

LOAD-IN AREAS

Loading doors are located off the lobby, and at the back side of the multipurpose room. This space is not equipped with a loading dock. If you anticipate having a complex load-in, please contact the venue manager before booking.



Green Room

The Green Room is located in the lobby and includes seating for up to 6 people, a single occupancy restroom with vanity area for two people.

This venue does not include laundry or shower facilities.



Multipurpose Room

Technical & A/V Features

The Multipurpose Room offers flexible utilization and can be operated with or without the aid of a Technician Specialist, depending on the specific needs of your event. If technical support is required, Technician Specialists can be booked along with the room for an additional fee, subject to availability. Use of library owned equipment listed under the *Technician Aided A/V Capabilities* section below is prohibited without a Library District Technician Specialist present. To ensure we can accommodate your needs, please contact the Venue Manager directly to inquire about Technician Specialist availability when making your room booking. The sections below detail the A/V features available, categorized by use with and without dedicated technical assistance.

Audio/Visual Capabilities

(No Technician Specialist)

PROJECTION & AUDIO SYSTEMS

The projection system features four Panasonic 6200 lumen projectors, perfect for movie screenings and presentations. The projectors are hung in the center of the Multipurpose Room and projects onto two screens located on the back wall of the room across from the main entrance, one on the left wall and one on the right wall. The projector can only be accessed by Library District staff. Our integrated sound system includes two wireless microphones and supports audio playback from user-furnished devices.

Rental customers must provide their own HDMI cable to connect user-furnished playback device to the projection and sound systems. Inputs are in wall and floor pockets around the space (8 total; 4 total in each room when wall divider is utilized).

Rental customers are welcome to connect to The Library District's free Wi-Fi to access the internet. Internet speeds are subject to customer usage and may not be sufficient for video streaming or video conferencing. We recommend downloading all video content or supplying your own internet hotspot if an internet connection is needed for your event. The Library District is not able to provide support for live-streaming events for rental customers.

PROJECTION EQUIPMENT INVENTORY

(Quantities reflected are for entire (undivided) room)

QTY	MANUFACTURER	MODEL	DESCRIPTION
4	Panasonic	PT-RZ66OLBU7	6000 ANSI Lumen Projector (Dual Lamp)
2	Denon	DN-500BD MKII	Blu-Ray Player

MICROPHONES

User groups are required to provide their own batteries for microphones (2- AA batteries per mic)

QTY	MANUFACTURER	MODEL	DESCRIPTION
2	Shure	SLXD-4D	Handheld Wireless Microphone

Technician Aided A/V Capabilities

SOUND SYSTEM & EQUIPMENT INVENTORY

QTY	MANUFACTURER	MODEL	DESCRIPTION
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CONTROL

1	Yamaha	CL3	Soundboard
1	Yamaha	Rio1608 D2	Audio Interface

WIRELESS MICROPHONES

2	Shure	ULXD4D	2 Channel Receiver
4	Shure	ULXD2 G50	Handheld Transmitter
4	Shure	ULXD1 G50	Bodypack Transmitter
4	Point Source		Headset Mic

PLAYBACK

1	Tascam	CD400U	CD player
1	Denon	DN700R	CD player/recorder
4	Turbo Sound	iP3000	Tower/Sub
4	Turbo Sound		Wedge Monitors

LIGHTING EQUIPMENT INVENTORY

QTY	MANUFACTURER	MODEL	DESCRIPTION
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CONTROL

1	ETC	Ion Classic	Light Board
2	Dell	P2418HT	Display Monitor

LED LIGHTING FIXTURES

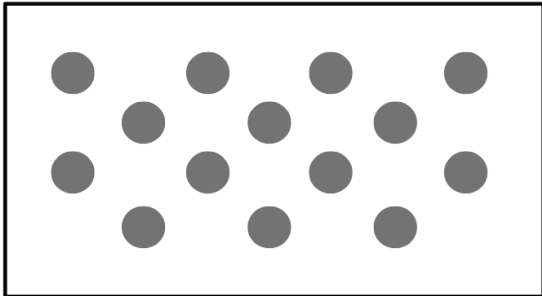
8	Megalite	Baby Color Q70	LED Light
5	Chauvet	Ovation E-910FC	Ellipsoidal
10	Showline	Punchlite 220	Wash with Zoom

MOBILE STAGING

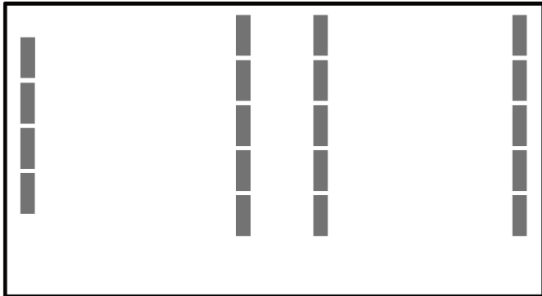
8 – 8' x 4' Stage Panels Available with the assistance of a Technician Specialist – See page 12 for layout options.

Approx. Room Capacity by Setup

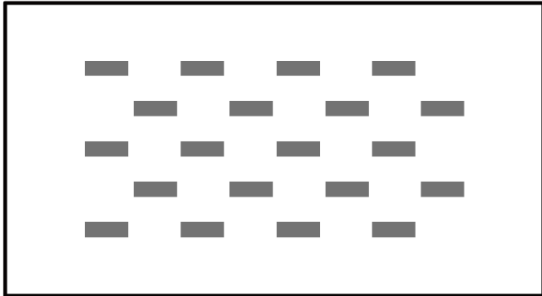
Room setup and breakdown is the responsibility of the renter; Images below are not to scale; capacities vary based room setup.



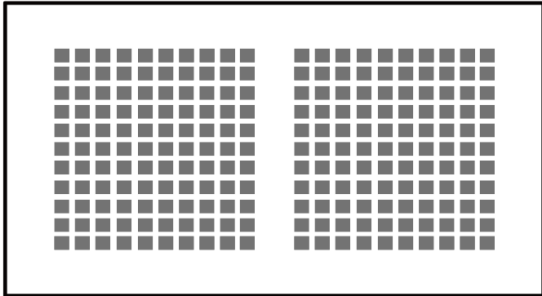
Banquet Tables, Approx. 80 to 112 people



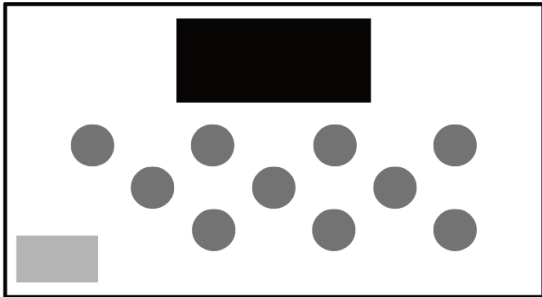
Resource Fair Layout, 19 Tables, Approx. 300



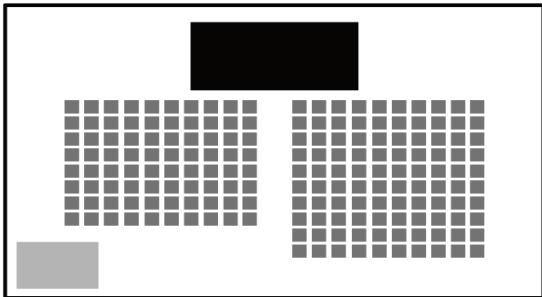
Classroom Style Layout, up to 25 Tables, Approx. 50



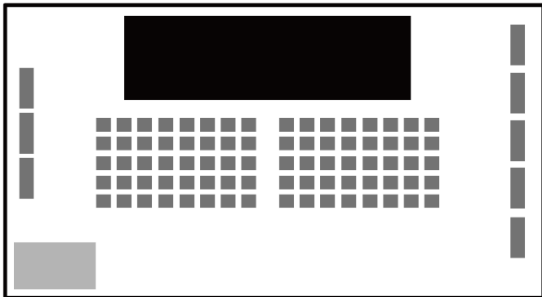
Movie Screening, Chairs Only, Approx. 250



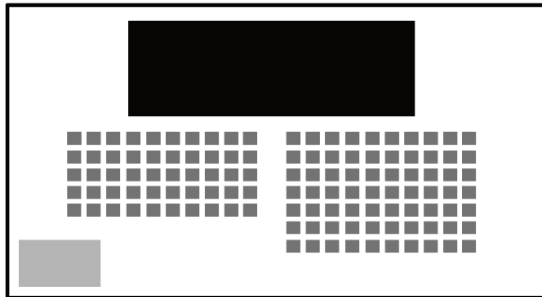
Partial Stage w/ Banquet Tables, Approx. 80 people



Partial Stage w/ Seating, Approx. 200



Stage with Seating, Resource Tables, Approx. 150



Full Stage w/ Seating, Approx. 200

 Indicates technical booth; Use of stage requires technician assistance.

Rules & Policies

VENUE USE POLICY

All Library District rental customers, programming partners, and customers must follow all local, state, and federal laws as well as all Las Vegas-Clark County Library District policies, procedures, and guidelines. A complete list of all policies can be found on the Library District Website (<https://thelibrarydistrict.org/publications/>).

CANCELLATION POLICY

Cancellation must be requested in writing no less than 30 days before use to receive a 100% refund. Rescheduling of any reserved date is not permitted. Funds/refunds may not be used for future rental credit.

PROP AND WEAPONS GUIDELINES

Any props brought into any Library District building that are meant to simulate weapons or other items prohibited by the Library Rules of Conduct must be pre-approved and follow the Programming and Event Prop Guidelines. Please speak with library staff directly at least two weeks before your program to determine which simulated props are permitted and the guidelines that must be followed before they can be brought onto the premises.

USHERS

Ushers must be provided by all rental customers for events marketed for the general public. The suggested minimum is two adult ushers for a performance with open seating and four adult ushers for performances with assigned seating. The Library District provides front-of-house staff for all library programming events.

ADA COMPLIANCE

Access to the multipurpose room is provided through the main doors leading from the Plaza or from inside the library branch through the gallery.

ASSISTIVE LISTENING

The Multipurpose Room is equipped with an Assistive Listening System that is available for use upon request. There are a total of 10 headsets available to audience members who may have difficulty hearing performances.

Requests for a sign language interpreter must be directed to the Programming Specialist. The Library District suggests notice of five business days to accommodate such requests.

Please note: The venue's Assistive Listening System (ALS) is integrated exclusively with our wireless microphones. To ensure accessibility for guests, all spoken word must be captured through these microphones, as they are the only way audio is transmitted to the assisted listening devices.

The most common documents associated with venue usage include:

Library Rules of Conduct

Venue Use Policy

Venue Use Fees

Local Services

Emergency Medical

Emergency Medical Services

911

Sunset Clinic Urgent Care

3551 E Bonanza Rd Unit 107, Las Vegas, NV 89110
702.589.5135

North Vista Hospital

1409 E Lake Mead Blvd, North Las Vegas, NV 89030
702.649.7711

Sunrise Hospital and Medical Center

3186 S Maryland Pkwy, Las Vegas, NV 89109
702.961.5000

Pharmacies

Walgreens Pharmacy

2421 E Bonanza Rd, Las Vegas, NV 89101
702.366.1556

Smith's Pharmacy

3602 East Bonanza Road, Las Vegas, NV 89110
702.438.1091

CVS Pharmacy

2011 E Lake Mead Blvd, Las Vegas, NV 89030
702.649.1991

Hotels

Plaza Hotel & Casino

1 N Main St, Las Vegas, NV 89101
702.386.2110

Golden Nugget Las Vegas Hotel & Casino

129 E Fremont Street, Las Vegas, NV 89101
702.385.7111

The ENGLISH Hotel

921 S Main St, Las Vegas, NV 89101
725.444.6835

Rental Vehicles

Budget Car Rental

129 E Fremont Street, Las Vegas, NV 89101
702.568.2212

Enterprise Rent-A-Car

2465 E Sahara Avenue, Las Vegas, NV 89104
702.641.1078

Advantage Rent a Car

200 N Main Street Ste A, Las Vegas, NV 89101
800.777.5500

Restaurants

Tamales La Reina

3040 E Bonanza Rd, Las Vegas, NV 89101
725.205.1799

Starbucks

591 N Eastern Ave, Las Vegas, NV 89101
702.380.8089

Tropical Smoothie Cafe

3595 E Bonanza Rd Ste 110, Las Vegas, NV 89110
702.550.4911

Baguette Café (2 miles)

211 Las Vegas Blvd S Ste 110, Las Vegas, NV 89101
702.665.8555

Tacos El Gordo (2 miles)

1724 E Charleston Blvd, Las Vegas, NV 89104
702.251.8226

Casa El Desayuno (2 miles)

1741 E Charleston Blvd, Las Vegas, NV 89104
725.205.2051

Local Theatrical Suppliers

4Wall Entertainment Stage Lighting Equipment

3165 W Sunset Rd, Ste 100, Las Vegas, NV 89118
702.263.3858

Production Resource Group LLC Stage Lighting Supplier

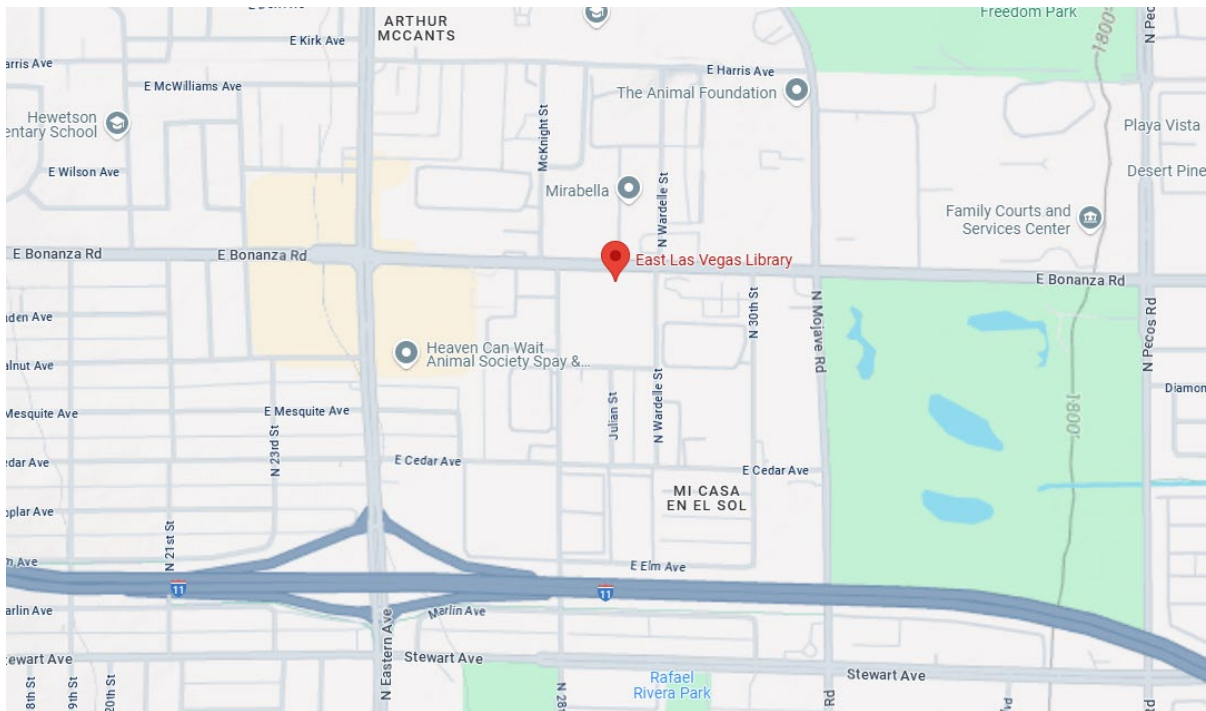
6050 S Valley View Blvd, Las Vegas, NV 89118
702.942.4774

AV Vegas

4780 Arville St, Las Vegas, NV 89103
702.878.5050

Map & Directions

Address: 2851 E. Bonanza Rd., Las Vegas, NV 89101



From Harry Reid International Airport

- Turn left on Spencer St.
- Turn left onto Aller Dr.
- Turn left onto Surrey St.
- Turn right onto Russell Rd.
- Turn left onto Eastern Ave.
- Turn right onto 28th St.
- The library will be on the right.
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From I-15 N

- Take exit 42B to merge onto I-11/US 93 S.
- Take exit 73 for Eastern Ave.
- Turn left onto Eastern Ave.
- Turn right onto 28th St.
- The library will be on the right.