



IRVING CONVENTION CENTER  
AT LAS COLINAS

Community Pricing Policy

The City of Irving has made a substantial and long-term investment in the Irving Convention Center at Las Colinas. The assurance of consistent and high quality delivery of services, as well as facility usage fees and revenues, are critical to the success of the facility to protect the city's investment. This policy is intended to protect the facility's operating requirements, and specifically requires that all direct and indirect per-event operating costs are covered. Events held by the City of Irving in the facility are done on a rent-free\* basis based on availability, in accordance with the Management Agreement. The City may exercise its rights to book six (6) months or less in advance, unless the event meets or exceeds the booking policy's minimum contracted basis. (\*A discounted rate structure for other event costs will be established per event that shall cover, at a minimum, all direct expenses incurred in connection with such uses.

Select Irving organizations are critical to the partnership that will assure this facility's success in the long-term, and thus are eligible for special consideration under the Irving Convention Center's Community Pricing Policy. These do not include any organizations already funded by hotel occupancy tax. The policy accommodates the following organizations for their own events, and is not intended to be passed *through* these organizations to the benefit of other entities:

- Greater Irving-Las Colinas Chamber of Commerce
- All Independent School Districts serving Irving
- Las Colinas Association

The ICVB Executive Director and/or the Board of Directors may consider other Irving organizations for inclusion on a case-by-case or per-event basis.

In adherence with the facility booking policy, the following community pricing is made available:

- Space rentals at 25% reduction
- Food and beverage services at 10% reduction
- At-cost for all hard costs and setup charges, to include labor and equipment
- Any other direct or indirect costs for the specific event
- All applicable service charges, fees and taxes

In return for any pricing concessions, every effort is made to negotiate added benefits of an equivalent value to the concessions for the ICVB and/or ICC in return, such as tickets or tables at the event.

*Adopted by ICVB Board of Directors, April 26, 2010*

*Updated October 2011*