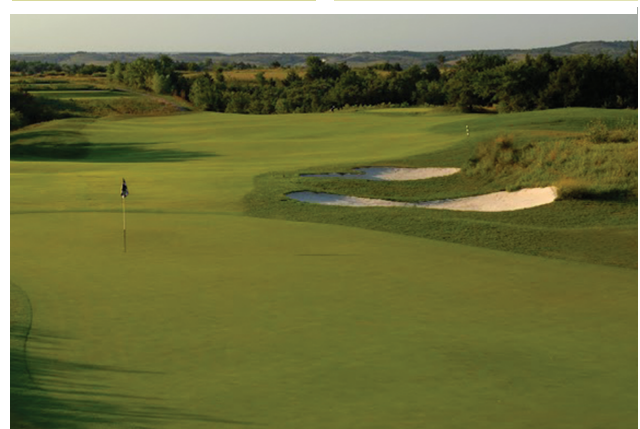
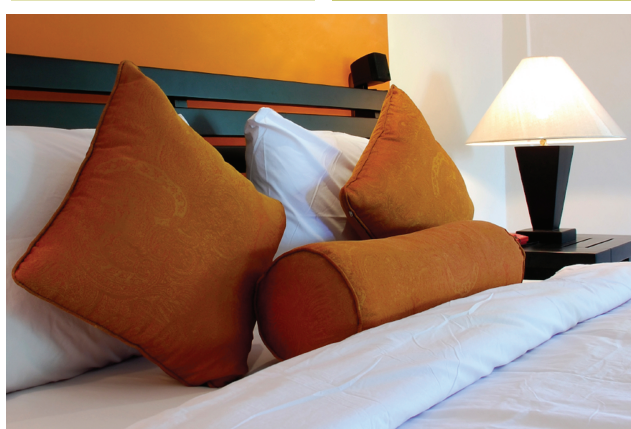
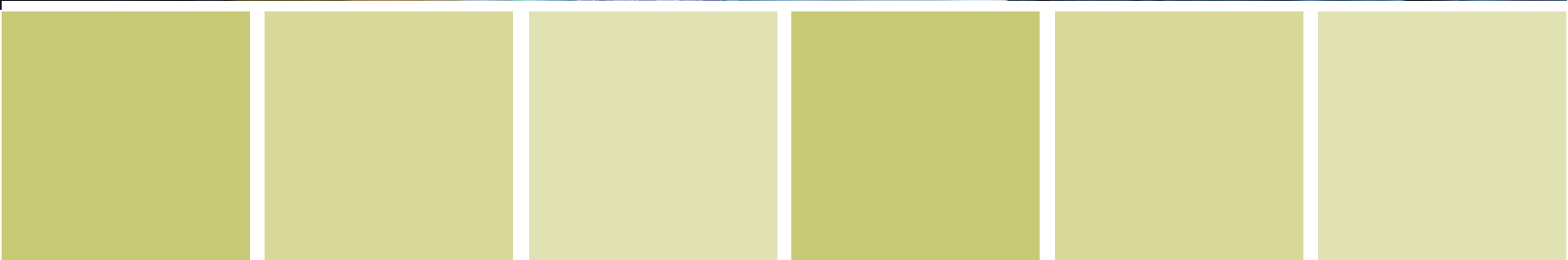




Little Apple... BIG MEETINGS



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H. Notes

Welcome to Manhattan

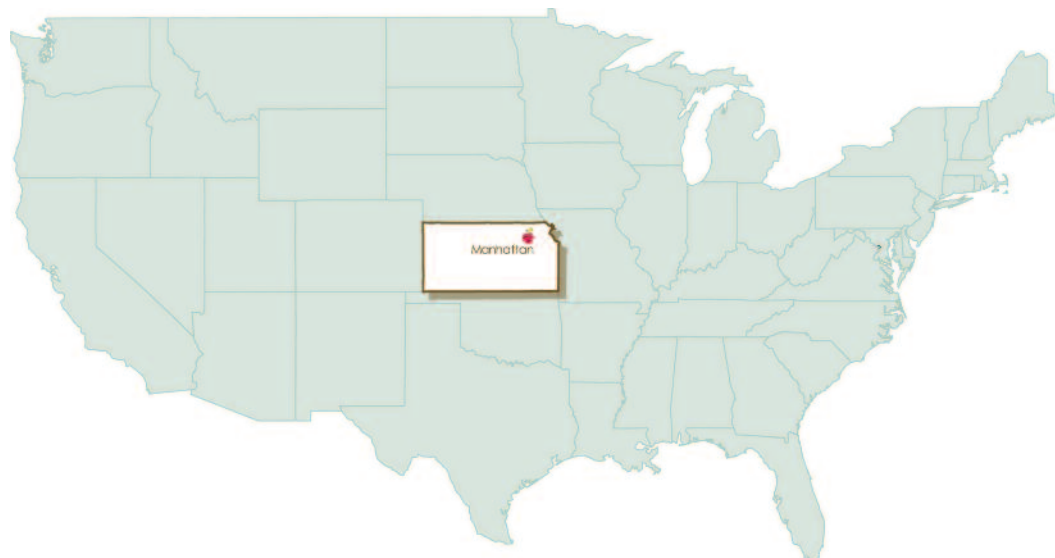
Welcome to Manhattan, Kansas! We are a college community, complemented by a nearby military base, and tucked into the gorgeous Flint Hills region. Manhattan is the county seat of Riley County. A town of more than 56,000 serving as a regional hub for shopping, health care, education, entertainment and communication. Let us help you bring your meeting to Manhattan.

If you've met here before, it's time to come back. Our downtown redevelopment dusted off the history of Manhattan and created beautiful new structures. Explore the Flint Hills Discovery Center, our AZA accredited Sunset Zoo, splash and waterparks, natural treasures like the Konza Prairie and Tuttle Creek State Park, and countless other venues. Our professional staff will guide you to the perfect meeting venues for your needs. Call 800-759-0134 to learn more.

About Our City

- 56,000+ residents
- Manhattan is the county seat of Riley County
- Kansas State University brings an additional 24,000 students to town
- Situated just off I-70, 125 miles (2 hours) west of Kansas City

Affectionately known as The Little Apple®, Manhattan boasts an entrepreneurial spirit with a diverse list of high tech, scientific and service related businesses. Riley County is Number 1 for concentration of young adults - according to the *Business Journal*.



Manhattan, Kansas

HOTELS & MOTELS

* Denotes property as a Chamber Member

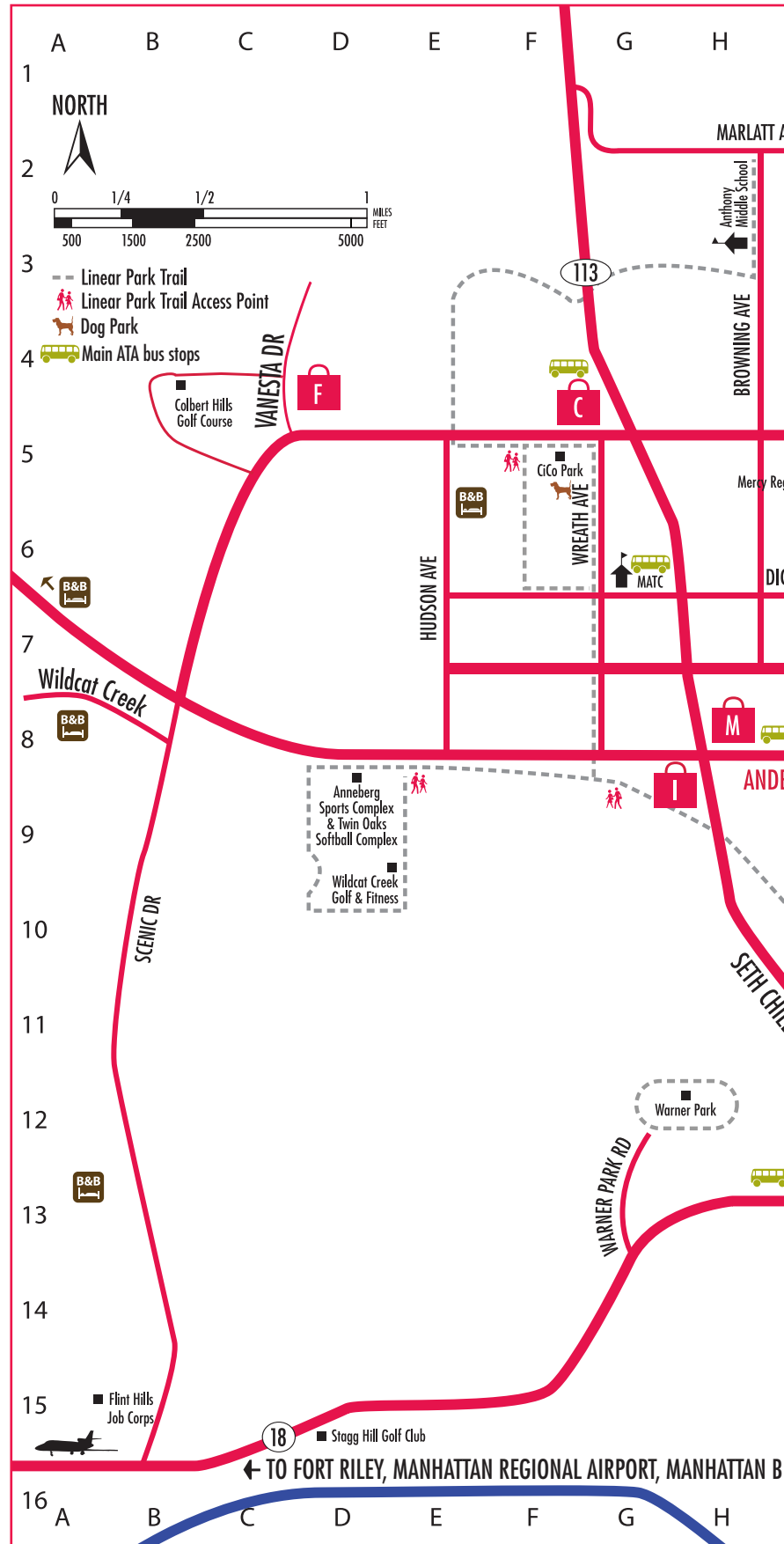
- 1★ Best Western, 601 E. Poyntz Ave., 785-537-8300, 800-Western (T8)
- 2★ Bluemont Hotel, 1212 Bluemont, 785-473-7091 (O8)
- 3★ Candlewood Suites, 115 Blue Earth Plaza, 785-320-7995 (R11)
- 4★ Comfort Suites, 1020 Hostetler Dr., 785-539-9449, 844-800-5293 (R8)
- 5★ Fairfield Inn by Marriott, 300 Colorado St., 785-539-2400, 800-228-2000 (Q11)
- 6★ Four Points by Sheraton, 530 Richards Dr., 785-539-5311, 888-627-8649 (J13)
- 7★ Hampton Inn, 501 E. Poyntz Ave., 785-539-5000, 800-HAMPTON (S9)
- 8★ Hilton Garden Inn & Manhattan Conference Center, 410 3rd St., 785-532-9116, 866-460-7440 (Q11)
- 9★ Holiday Inn at the Campus, 1641 Anderson Ave., 785-539-7531, 800-962-0014 (M9)
- 10 Holiday Inn Express & Suites, 115 Blue Earth Place, 785-320-7454 (R11)
- 11★ Motel 6, 510 Tuttle Creek Blvd., 785-537-1022, 800-4MOTEL6(R9)
- 12★ Parkwood Inn & Suites, 505 S. 17th St., 785-320-5440, 877-816-5440 (M11)
- 13★ Quality Inn & Suites, 150 E. Poyntz Ave., 785-770-8000, 877-424-6423 (R10)
- 14★ Super 8, 200 Tuttle Creek Blvd., 785-537-8468, 800-800-8000 (R10)
- 15 Royal Inn, 1501 Tuttle Creek Blvd., 785-539-5391 (P6)
- 16 Regency Inn, 419 Holiday Drive, 785-537-0630 (P6)

BED & BREAKFAST / GUEST HOUSE / UNIQUE VENUES

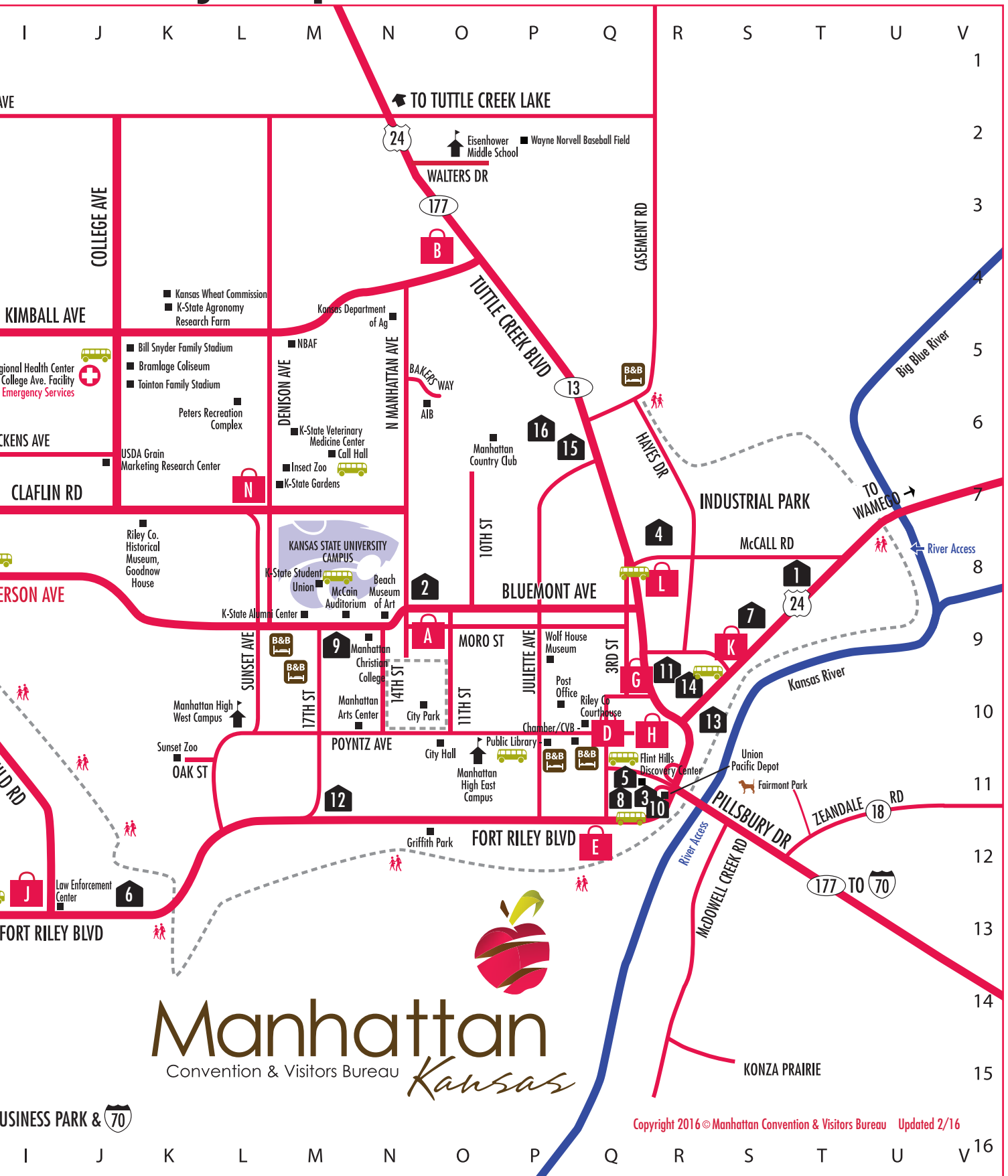
- Anderson Bed & Breakfast, 1719 Fairchild Ave., 785-539-4994 (M10)★
- Guest Haus Bed & Breakfast, 1724 Sheffield Cr., 785-776-6543 (E6)★
- Houston Street Cottage, 523 Houston St., 785-776-4735 (Q11)
- Moore House Bed & Breakfast, 500 Denison Ave., 785-776-5603 (L9)★
- Morning Star Bed & Breakfast, 617 Houston St., 785-587-9703 (P11)★
- Prairiewood Retreat & Preserve, 1484 Wildcat Creek Rd., 785-537-9999 (A8)
- Scenic Valley Inn Bed & Breakfast, 610 S. Scenic Dr., 785-776-6831 (B13)★
- The StoneHouse at Prairiewood, 5020 Anderson Ave., 785-537-9999 (A7)★
- The Strong Inn, 1916 Beck St., 785-313-5167 (Q5)

SHOPPING CENTERS

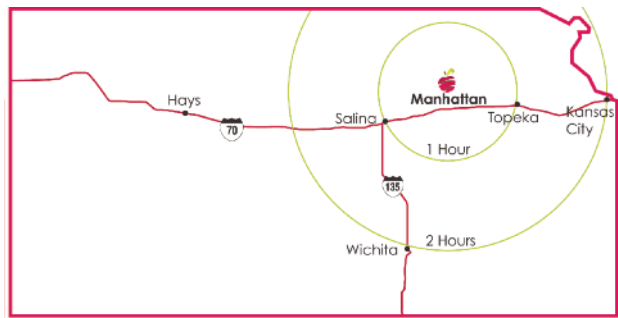
- | | |
|-------------------------------|----------------------------|
| A Aggieville (O9) | I Plaza West (H9) |
| B Blue Hills Shopping (O4) | J Seth Child Commons (I13) |
| C Candlewood (G5) | K Town East (S9) |
| D Downtown Manhattan (Q10) | L Wal-Mart Center (R8) |
| E Fort Riley Blvd. (Q12) | M Westloop (H8) |
| F Grand Mere Village (D4) | N Wildcat Landing (L7) |
| G Manhattan Marketplace (Q9) | |
| H Manhattan Town Center (R10) | |



City Map



Arriving in Manhattan



Kansas Highways 24, 18 and 177 provide road access to Manhattan from nearly every direction. If you are traveling west on I-70, simply take exit 313 and proceed eight miles on K-177 into Manhattan. If you are traveling east on I-70, take exit 303 and proceed six miles on K-18 into Manhattan.

Driving Distances to Manhattan

Topeka, KS	.50 minutes
Salina, KS	.1 hour
Kansas City, KS	.2 hours
Wichita, KS	.2 hours
Lincoln, NE	.2.5 hours
Omaha, NE	.3 hours
Garden City, KS	.4 hours, 45 minutes
Oklahoma City, OK	.4 hours, 40 minutes
St. Louis, MO	.6 hours
Denver, CO	.7 hours

Temperatures & Precipitation for Manhattan

Month	Average High Temperatures	Average Precipitation
January	41°F	0.63"
February	47°F	1.13"
March	57°F	2.49"
April	67°F	3.17"
May	77°F	5.09"
June	86°F	5.7"
July	92°F	4.42"
August	90°F	4.12"
September	82°F	3.43"
October	70°F	2.69"
November	55°F	1.73"
December	43°F	1.07"

Air Service

Manhattan Regional Airport, one of the most modern facilities in the Midwest, provides commercial, private and corporate service. American Eagle offers direct flights daily to Chicago O'Hare and Dallas Fort Worth. FlyMHK is Travel Simplified. Rental car agencies operate out of the terminal.

For more information: (785)587-4567
www.flymhk.com



Convention & Visitors Bureau Services

The Manhattan Convention & Visitors Bureau offers the following services free of charge...

Bid Proposals and Invitations

Written bid proposals tailored with your site selection requirements.

Site Visits

Tour meeting and event venues.

Manhattan Information Display

General area information.

Welcome Bags/Nametags

Printed nametags and bags provided for each participant.

Registration Assistance

Provided during peak registration times by our knowledgeable Little Apple Corps® volunteers.

Programming Options/Offsite Activities

Creative ideas to make your meeting unique.

Speaker and Entertainment Options

Various topics and entertainment venues.

Guided Tours and Programs

City-wide, historical and attraction tours available.

Welcome Speeches

Arrangements made for a welcome by the Mayor, a city representative or a local dignitary.

Promotional Assistance

Media, press releases, social media promotion and website promotion.

Social Media Awareness

Share your preferred social media networks and we'll use them to help build awareness of your meeting!

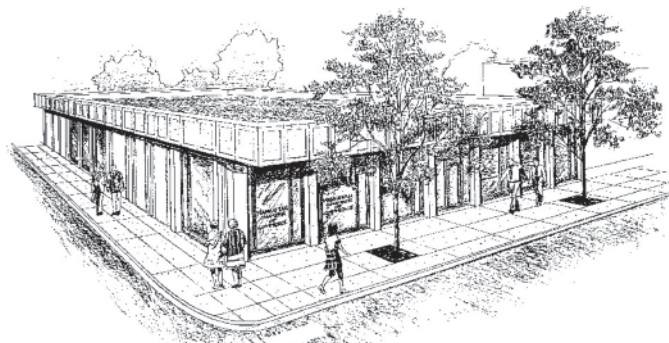
Cell Phone Charging Station

Complimentary, may be personalized with your logo and itinerary.

We look forward to partnering with you in planning a successful meeting!

For more information, email cvb@manhattan.org or call (800) 759-0134 or (785) 776-8829.

www.visitmanhattanks.org



K-State Conferences & Non-Credit Programs

Delivering a successful non-credit program involves a great deal of planning, preparation, organization and effort. The goal of the Kansas State Conferences and Non-Credit Programs (CNCP) is to assist in providing programs that deal with important, contemporary issues while assisting in the formation of conferences and conventions held at KSU. CNCP recognizes the importance of early and thorough planning. Needs assessments, goal setting, audience identification, design of program format and detailed timeline preparation are essential to each program's success. Early involvement of the CNCP professionals ensures that each program area will be carefully considered.

The following services are a comprehensive listing of assistance offered by CNCP. *Charges apply to many of the services offered by Conferences and Non-Credit Programs.*

Program Assistance & Development

Site Selection, Facility Negotiation and Delivery Format

Management of Presenter Communications and Arrangements

Marketing and Promotion

Grants and Fund Raising

Financial Management

Registration Processing

Logistical Arrangements

Preparation of Program Materials

On-Site Coordination

Travel Arrangements

Evaluation

Continuing Education Units and Credit

WWW and Internet Services

For more information, please contact:

K-State Conferences and Non-Credit Programs

KSU Global Campus

College Court Building

1615 Anderson Avenue

Manhattan, KS 66502

785-532-5569 phone

785-532-5637 fax

ksuconferences@k-state.edu

conferences.k-state.edu



Lodging & Meeting Facilities

Look for a location that:















- You will be comfortable in
- Meeting attendees will be comfortable in
- Will accommodate the number of people in your group
- Contains the function space you need
- Has an appropriate price structure

Whatever your meeting and lodging needs are, the Manhattan Convention and Visitors Bureau Staff will be delighted to assist you in finding accommodations just right for your group.

All hotels are non-smoking due to Manhattan's non-smoking ordinance.

Additional considerations:

- Is transportation available?
- Accessibility to attractions/events/dining

See locator map on pages A2 & A3.		Number of rooms	Restaurant/Lounge	Free High Speed Internet Access	Complimentary Breakfast	Meeting Facilities	Banquet Facilities	Courtesy Airport Transportation	Pets Allowed	Swimming Pool
The Manhattan Convention & Visitors Bureau will be happy to assist you with your accommodations. Call 785-776-8829 or toll-free 800-759-0134.										
HOTELS & MOTELS										
	BEST WESTERN , 601 E. Poyntz Ave., 785-537-8300, 800-Western www.bestwestern.com	45		✓	✓				✓	indoor
	BLUEMONT HOTEL , 1212 Bluemont, 785-473-7091 www.bluemonthotel.com	112	✓	✓	✓	✓	✓	✓	✓	indoor
	CANDLEWOOD SUITES , 115 Blue Earth Plaza, 785-320-7995, www.candlewoodsuites.com	93		✓				✓	✓	
	COMFORT SUITES , 1020 Hostetler Dr., 785-539-9449, www.choicehotels.com/hotel/ks142	80		✓	✓	✓				indoor
	FAIRFIELD INN BY MARRIOTT , 300 Colorado St., 785-539-2400, 800-228-2800 www.fairfieldinn.com	98		✓	✓					indoor
	FOUR POINTS BY SHERATON , 530 Richards Dr., 785-539-5311, 888-627-8649, www.fourpoints.com/manhattan	197	✓	✓		✓	✓	✓	✓	indoor
	HAMPTON INN , 501 E. Poyntz Ave., 785-539-5000, 800-HAMPTON, www.hamptoninn1.hilton.com	72		✓	✓	✓				indoor
	HILTON GARDEN INN & MANHATTAN CONFERENCE CENTER , 410 S. 3rd, 785-532-9116, www.manhattanks.hgi.com	135	✓	✓		✓	✓	✓		indoor
	HOLIDAY INN AT THE CAMPUS , 1641 Anderson Ave., 785-539-7531, 800-962-0014, www.holidayinn.com	113	✓	✓		✓	✓	✓	✓	outdoor
	HOLIDAY INN EXPRESS & SUITES , 115 Blue Earth Place, 785-320-7454, www.holidayinnexpress.com	76		✓	✓	✓		✓	✓	indoor
	MOTEL 6 , 510 Tuttle Creek Blvd., 785-537-1022, www.motel6.com/manhattanks	87		\$2.99					✓	outdoor
	PARKWOOD INN & SUITES , 505 S. 17th, 785-320-5440, www.parkwoodinnmanhattan.com	78		✓	✓	✓		✓	✓	
	QUALITY INN & SUITES , 150 E. Poyntz Ave., 785-770-8000, www.qualityinn.com	65		✓	✓					indoor
	SUPER 8 , 200 Tuttle Creek Blvd., 785-537-8468, 800-800-8000 www.super8.com	85		✓	✓	✓			✓	

BED & BREAKFAST INNS

- **Anderson Bed & Breakfast**, 3 rooms, 1719 Fairchild Ave., (785) 539-4994, www.andersonbnb.com
- **Daughter's House Inn**, 3 rooms, 617 Colorado St., (785) 565-0086, www.daughtershouse.com
- **Guest Haus Bed & Breakfast**, 2 rooms, 1724 Sheffield Cr., (785) 776-6543, www.guesthaus.com
- **Moore House Bed & Breakfast**, 1 room, 500 Denison Ave., (785) 776-5603, www.moorehouse-bnb.com
- **The Morning Star Bed & Breakfast**, 5 rooms, 617 Houston St., (785) 587-9703, www.morningstarbandb.com
- **Scenic Valley Inn Bed & Breakfast**, 4 rooms, 610 S. Scenic Dr., (785) 776-6831, www.scenicvalleyinn.com

UNIQUE VENUES

- **Houston Street Cottage**, 2 bedrooms, 523 Houston Street, (785) 776-4735, www.houstonstreetcottage.com
- **Lazy T**, 2101 Zeandale Rd., (785) 539-7899, www.lazytranch.org
- **Prairiewood Retreat & Preserve**, 4 bedrooms, 1484 Wildcat Creek Rd., (785) 341-2740, www.prairiewood.com
- **River Creek Farm**, 1 bedroom, 7160 Zeandale Rd., (785) 456-9650, www.rivercreekfarms.com
- **The StoneHouse at Prairiewood**, 4 bedrooms, 1484 Wildcat Creek Rd., (785) 537-9999, www.prairiewood.com
- **The Strong Inn**, 2 bedrooms, 1916 Beck St., (785) 313-5167, www.stronginn.com

CAMPING

Full service camper hook-ups are located at Tuttle Creek River Pond State Park just four miles north of Manhattan on Highway 24.

Park permits and camping information can be obtained at the Tuttle Creek State Park Office, phone 785-539-7941.

CABINS

Tuttle Creek State Park offers 11 cabins available for rent. 5800A River Pond Rd, 785-539-7941.

Reserve online, <http://kdwpt.state.ks.us>

Hilton Garden Inn & Manhattan Conference Center

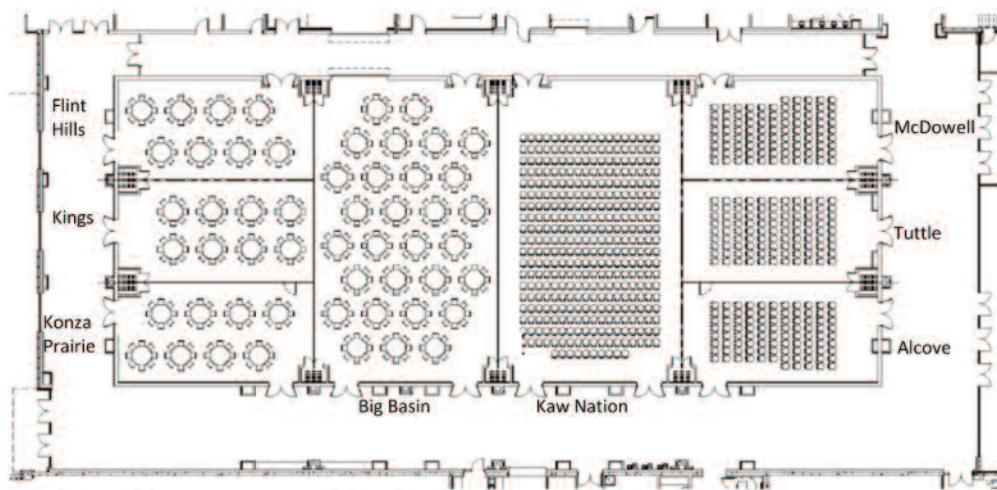
410 South 3rd Street
Manhattan, KS 66502
785-532-9116

www.manhattanconferencecenter.com
www.manhattanks.hgi.com



Located along 3rd Street within the downtown area, this hotel offers convenient access just off K-18 and K-177/Fort Riley Blvd and is within minutes of K-State, Colbert Hills, Sunset Zoo, American Institute of Baking, Manhattan Regional Airport, Manhattan Town Center, NBAF and Kansas Farm Bureau. Manhattan Conference Center offers 15,500 square feet of flexible event space for up to 1,000 guests. There is complimentary wireless internet access throughout the hotel and in all meeting rooms. The Hilton Garden Inn offers 135-Guest rooms and suites. Full service Great American Grill serves breakfast and dinner. Other amenities include an indoor pool and whirlpool, a 24-hour workout facility and business center, free parking, self-laundry, 24-hour Pavilion Pantry Convenience Mart and evening room service.

Space	Sq.Ft.	Ceiling	Rounds	Theatre	Conference	Reception	Classroom	U-Shape
Little Apple	426	11	-	-	12	-	-	-
Big Blue River & Fort Riley	1,433	11	80	110	36	150	54	42
Big Blue River	716	11	40	50	18	75	24	24
Fort Riley	718	11	40	50	18	75	24	24
Manhattan Grand Ballroom Foyer	9,015	23	-	-	-	-	-	-
Manhattan Grand Ballroom	14,512	23	960	1,290	-	1,525	693	-
Flint Hills	1,216	23	60	100	36	125	48	36
Konza Prairie	1,241	23	60	100	36	130	48	36
Kings	1,266	23	60	100	36	130	48	36
McDowell	1,211	23	60	100	36	125	48	36
Tuttle	1,254	23	60	100	36	130	48	36
Alcove	1,233	23	60	100	36	130	48	36
Kaw Nation	3,558	23	240	272	-	375	156	59
Big Basin	3,558	23	240	272	-	375	156	69



Four Points by Sheraton



530 Richards Drive
Manhattan, KS 66502
785-539-5311

www.fourpoints.com/manhattan



The Four Points by Sheraton Manhattan specializes in conferences, exhibits, banquets, wedding receptions, and military hail and farewells. The meeting and catering professionals at Four Points are dedicated to the success of your event from start to finish. With over 20,000 square feet of flexible space, the Four Points can accommodate groups from 10 to 800. Every size group receives VIP treatment and the ultimate in hospitality. We offer 197 spacious guest rooms, and our guests enjoy the atmosphere of the atrium area with an indoor swimming pool and hot tub. Boulevard Grill is the on-site, full-service restaurant serving breakfast, lunch and dinner daily. Other amenities include complimentary wireless internet, a business center, room service and a complimentary bottle of water, guest laundry services and complimentary shuttle service.

Space	Sq.Ft.	Ceiling	Rounds	Theatre	Conference	Reception	Classroom	U-Shape
Regency Ballroom	6,800	12'	550	850	-	700	400	40
*Regency A	3,401	12'	250	300	20	350	180	20
*Regency B	3,401	12'	250	300	20	350	180	20
**Regency BI	1700	12'	80	150	20	100	80	20
**Regency BII	1700	12'	80	150	20	100	80	20
Conference I	660	9'	30	35	20	40	24	12
Conference II, III, each	660	9'	30	40	20	45	28	12
Conference IV	551	9'	30	40	20	35	28	12
Conference V	1160	9'	60	70	30	65	50	15
Conference I & II	1320	9'	60	70	20	80	50	-
Conference IV & V	1711	9'	100	120	30	120	70	30
Executive Boardroom	336	9'	-	-	10	-	-	-



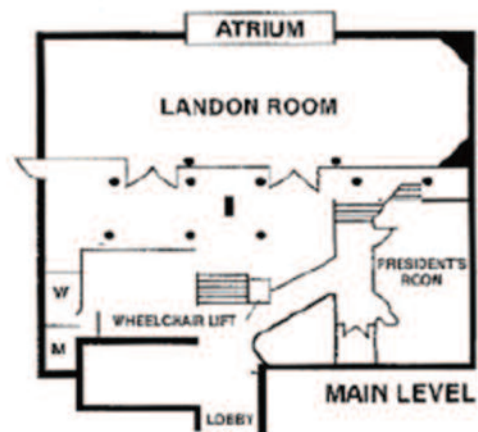
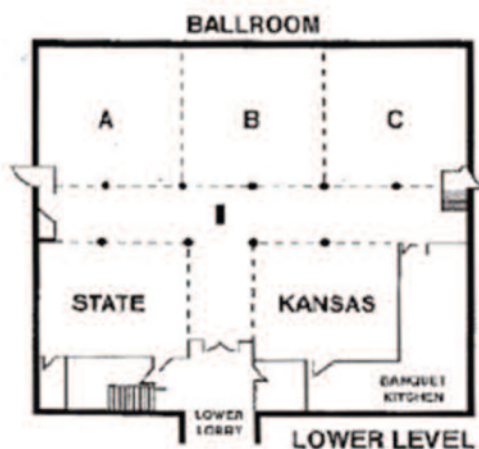
Holiday Inn at the Campus

1641 Anderson Avenue
Manhattan, KS 66502
785-539-7531, 800-962-0014
www.holidayinn.com



The 113 spacious guest rooms include free wireless high speed internet, 42-inch flat panel televisions, ample work space, plush triple sheeted pillow top beds, access to the outdoor pool, 24-hour fitness and business centers, and a daily newspaper. Whether you are having a large 500-person reception or a small meeting for 10, we have the space and the staff to accommodate you. With seven meeting rooms and over 9,000 square feet of meeting space, our professional sales and banquet teams can customize and execute any event for you. Nestled just across the street from Kansas State University, it is easy to take a stroll through the picturesque grounds or tour the many university buildings and attractions. You can walk to Aggieville, the center of college social life and the home to fun restaurants, bars and shops unique to Manhattan, KS. If you are hungry, you can make your way downstairs to enjoy a "made-from-scratch" meal at Houlihan's, our on-site restaurant.

Space	Sq.Ft.	Ceiling	Rounds	Theatre	Conference	Reception	Classroom	U-Shape
Ballroom	5727	10-12'	350	400	-	500	200	-
*Ballroom A	750	12'	60	80	22	100	45	33
*Ballroom B	750	12'	60	80	22	100	45	33
*Ballroom C	750	12'	60	80	22	100	45	33
*State	702	10'	80	80	22	75	45	33
*Kansas	702	10'	80	80	22	75	45	33
Landon	2490	10'	200	275	-	300	200	-
Presidents	1104	10'	56	60	22	50	38	20



Bluemont Hotel

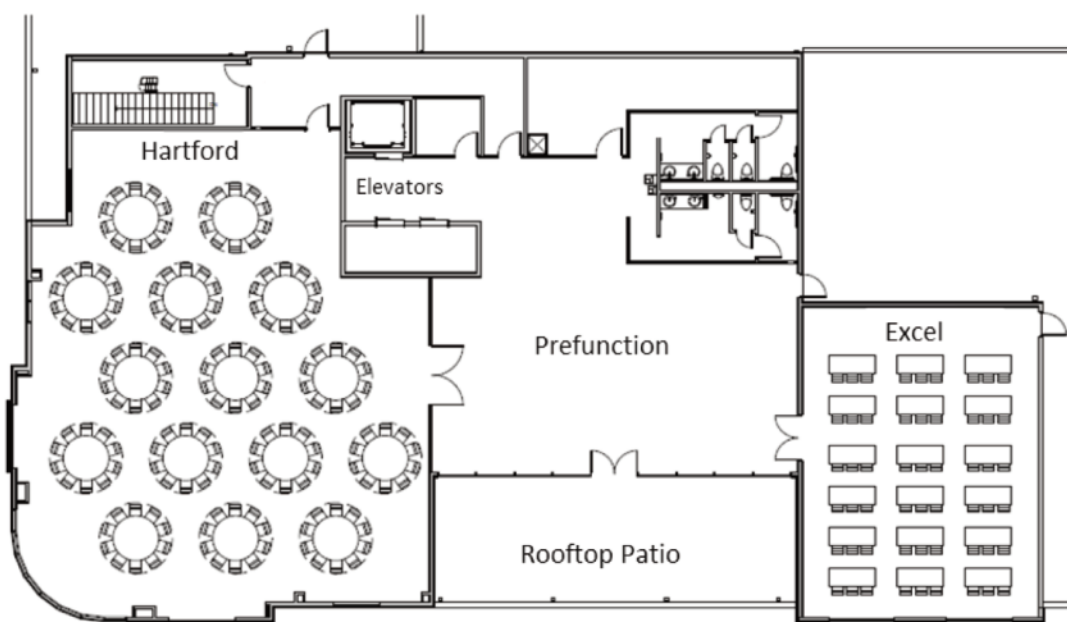


1212 Bluemont
Manhattan, KS 66502
785-473-7091
www.bluemonthotel.com



The Bluemont Hotel offers 112 luxurious guestrooms and over 7,000 square feet of event space, centrally located in the heart of Manhattan. This property features 50 suite-style rooms, free WiFi and complimentary breakfast. The main floor includes a lobby bar, business center, indoor pool and fitness center. All event space is serviced with food through local caterers, and bar service through the hotel staff. At the corner of Bluemont and Manhattan Avenues, guests have easy access to historic Aggieville and Kansas State University.

Space	Sq.Ft.	Rounds	Theatre	Conference	Reception	Classroom	U-Shape
Hartford	3456	200	300	60	300	150	-
Excel	1344	80	120	40	120	60	30
Prefunction	1344	-	-	-	120	-	-
Rooftop Patio	768	-	-	-	-	-	-
Boardroom	273	-	-	10	-	-	-



Comfort Suites

1020 Hostetler Drive
Manhattan, KS 66502
785-539-9449

www.comfortsuites.com/hotel/ks142



Whether traveling for business or pleasure, the Comfort Suites hotel provides numerous amenities, inviting accommodations and great service. This all-suite hotel is close to area attractions like Kansas State University, the Flint Hills Discovery Center, and Fort Riley.

Comfort Suites offers a state of the art projection setup in their meeting room. With a theatre sound system you can use the in-house DVD player for your company's slide show. Several connection points are available for laptop, as well as wireless internet connections.



Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Rounds	Theater	Classroom
Meeting Room					32	21	27

Fairfield Inn by Marriott

300 Colorado Street
Manhattan, KS 66502
785-539-2400
www.fairfieldinn.com



Travel with confidence by checking into the Fairfield Inn by Marriott Manhattan. Located near Kansas State University, Town Center Mall, the Flint Hills Discovery Center and Manhattan Conference Center, we are always ready to welcome you with amenities like thoughtfully designed guest rooms that allow you to work and relax, free Wi-Fi throughout the hotel to stay connected, and fitness facilities that include a pool and exercise room. Jump-start your day with a complimentary breakfast. At the Fairfield Inn Manhattan, you are our #1 priority.



Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Rounds	Theater	Classroom
Meeting Room		832			42		

C-8 Lodging & Meeting Facilities

Hampton Inn

501 E. Poyntz Avenue
Manhattan, KS 66502
785-539-5000, 800-HAMPTON
www.hamptoninn1.hilton.com



Conveniently located less than one mile from Manhattan Town Center Mall and three miles from Kansas State University, our hotel in Manhattan, KS, offers the perfect base to explore the natural beauty of the Manhattan, KS area.

Enjoy more amenities to ensure a relaxed trip. Stay connected in the business center or conduct business in our meeting room. Keep fit with a workout in the fitness center. After an exciting day, retire to a comfortable guest room offering complimentary high-speed internet access and a handy lap desk. Start your day right with Hampton's complimentary hot breakfast. Even if you are in a rush, simply grab a Hampton On the Run Breakfast Bag, available Monday through Friday, for a quick, healthy meal to go.



Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Banquet	Theater	Classroom
Meeting Room	38.5' x 17.5'	674	10'	75	54	70	35

Holiday Inn Express & Suites

115 Blue Earth Place
Manhattan, KS 66502
800-465-4329
www.holidayinnexpress.com



The newest Holiday Inn addition to Manhattan and the Flint Hills is the Holiday Inn Express and Suites. Typically versatile in its offerings, HI Express offers a small board room with seating for up to 10-12, and access to the business center with computer, copier and printer is a definite bonus. The Express and Suites offers 76 guest rooms and a pool and workout room. The adjacent Blue Earth Plaza is a great draw for lunches or outdoor exercises. Locally-owned Radina's Bakehouse is right around the corner and offers a healthy menu of selections. Holiday Inn Express is located near the Manhattan Conference Center.



Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Banquet	Theater	Classroom
Meeting Room							30

Parkwood Inn and Suites



505 South 17th
Manhattan, KS 66502
785-320-5440
www.parkwoodinnmanhattan.com



The Parkwood Inn & Suites located in Manhattan, Kansas offers 78 beautiful and comfortable rooms. This property offers kings, king suites and double queen size rooms. The Parkwood offers a meeting room with 60 person capacity. Enjoy a steaming hot breakfast, lounge by the two-sided fireplace, sit on the patio overlooking Longs Park, watch one of over 250+ movies, use the business center, or work out in the state of the art fitness center. Our friendly staff will take care of your needs.

Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Banquet	Theater	Classroom
Meeting Room		940			40	60	

Super 8 Motel



200 Tuttle Creek Boulevard
Manhattan, KS 66502
785-537-8468, 800-800-8000
www.super8.com



Located 11 miles off I-70, the Manhattan Super 8 features 85 clean, comfortable guest rooms at affordable prices. For small meetings and special events, the Blue River Meeting Room is the perfect place to accommodate meetings from 5 to 100 people. Whether you are visiting Manhattan for business or pleasure, the Super 8 staff will work hard to ensure the success of your event and the comfort of your guests. Other business services include meeting breaks with coffee, tea or water, informal snacks and treats, free local phone calls, fax/copy service and several out-of-house catering options.

Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Rounds	Theater	Classroom
Blue River Meeting Room	49' x 28'	1625	8'	118	100	125	100

Best Western

601 E. Poyntz Avenue
Manhattan, KS 66502
785-537-8300
www.bestwestern.com



Best Western is located just a quarter-mile east of the Manhattan Town Center, and just minutes away from Bill Snyder Family Stadium. Recently remodeled in 2013, this property offers a wide variety of amenities: complimentary hot breakfast buffet, indoor heated pool, fitness center, free WiFi, and a fridge, microwave and flat screen TV in all 45-guest rooms. We welcome both business and leisure travelers a comfortable place to relax and enjoy The Little Apple®.



Candlewood Suites

210 Blue Earth Plaza
Manhattan, KS 66502
785-320-7995
www.candlewoodsuites.com



Candlewood Suites Manhattan provides a "home away from home" feel at affordable prices. Each guest room is equipped with a fully stocked kitchen, large workspace with executive style desk, speakerphone and free WiFi. Living space includes a comfortable recliner, access to a free movie library and a flat screen TV. Guests have access to the 24 hour PreCore fitness center, laundry facilities and Candlewood Cupboard which provides breakfast, lunch and dinner options. This property is located just a short walk from the newly revitalized Downtown, and right next door to the Flint Hills Discovery Center.



Quality Inn



150 East Poyntz Avenue
Manhattan, KS 66502
785-770-8000
www.qualityinn.com



Quality Inn Manhattan is ideal for training sessions, relocation and vacation stays offering guests a complimentary deluxe continental breakfast, USA Today newspaper and local calls. The Quality Inn features two-line speaker telephones with high-speed data port and voice mail. The guest is secure as all rooms have interior corridors and electronic locks. All 65 rooms feature choice Serta Sleepers for a good night rest. King rooms and king suites include coffee maker, microwave, iron and ironing board. 100% satisfaction guaranteed.

Motel 6



510 Tuttle Creek Boulevard
Manhattan, KS 66502
785-537-1022
www.motel6.com/manhattanks



Motel 6 is an 87-room property conveniently located on Tuttle Creek Blvd near Manhattan Town Center and the historic downtown Manhattan shopping district. Amenities include an outdoor pool, guest laundry facilities, free HBO and ESPN and complimentary coffee.

K-State Student Union

17th Street & Anderson Avenue
 Manhattan, KS 66506
 785-532-6591
 Fax: 785-532-6565
www.union.ksu.edu



This 250,000 square foot multipurpose facility is comprised of five levels, three of which provide main meeting, conference, planning and catering services, as well as state-of-the-art audio/visual technology and downlink/teleconferencing and videoconferencing capabilities. The K-State Student Union has 32 meeting rooms and a 90,000 square foot outdoor plaza with a water feature. All spaces are available for meeting and catering services. The rooms include dining rooms, two auditoriums, a spacious ballroom with seating for up to 1,000 people for a catered event, a courtyard for more intimate gatherings and several lounges to accommodate your conference needs. Wireless Internet is available throughout the building, while Audio/visual equipment is available by reservation. Most meeting rooms are equipped with 10baseT Ethernet jacks that provide computer connections to the campus Ethernet network and the Internet.

Additional features: Copy Center, fax, Postal service, Federal Express and Airborne Express, Notary Public, convenience store, salon, computer store, Caribou Coffee®, food court, cyber café, upscale dining, ATMs, check cashing and banking services, conference ID cards, bookstore, recreation, art gallery, parking and shuttle service. For a more complete listing of services, please go to www.union.ksu.edu. *The K-State campus also offers 16 air-conditioned lecture halls, which can accommodate 100 people or more in a theater-style seating arrangement.*

Map #	Room	Number of People				Room Size		
		Meeting (Lecture/Chairs)	Banquet	Reception (Empty Room)	Classroom	Width X Depth (in feet)	Height	Square Feet
1	202	14	14	N/A	N/A	17x21	10	357
2	203	12	12	N/A	N/A	17x21	10	357
3	204	14	14	N/A	N/A	17x21	10	357
4	205	14	14	N/A	N/A	17x21	10	357
5	206	50	40	80	42	34x21	10	714
6	207	50	40	80	42	34x21	10	714
7	208	12	12	N/A	N/A	17x21	10	357
8	209	50	32	60	30	17x21	10	357
9	212	120	96	120	48	37x39	9	1443
10	213	90	40	75	50	24x48	9	1152
11	BIG 12 Room	N/A	N/A	N/A	110	47x49	varies	2303
12	Bluemont Room	150	100	150	48	34x60	11'5"	2040
13	Cats' Pause	N/A	N/A	50	N/A	30x59	9	1770
14	Cottonwood Room	125	96	150	48	29x48	9	1392
15	Council Chambers	22	N/A	N/A	N/A	22x47	9	1034
16	Director's Conf. Rm	15	15	N/A	N/A	24x24	10	576
17	Flint Hills Room	180	120	200	60	36x49	9	1764
20&23	Grand Ballroom	850	1000	1200	N/A	N/A	N/A	9306
18	K-Ballroom	125	72	150	36	36x40	14'5"	1440
18&21	K&S Ballroom	250	144	375	72	36x80	14'5"	2880
19	Konza Room	N/A	22	50	N/A	14x22	10	308
20	Main Ballroom	450	220	600	180	54x71	14'5"	3834
21	S-Ballroom	125	72	150	36	36x40	14'5"	1440
22	Sunflower Room	80	48	50	24	21x32	9'	672
23	West Ballroom	150	100	200	48	54x36	14'5"	1944
24	Art Gallery	50	32	60	N/A	29x37	10	1073
25	Center Stateroom 2	30	18	40	12	12x20	9	240
26	East Stateroom 1	36	18	40	12	14x20	9	280
27	Little Theatre	200	48	100	50	49x56	varies	2744
28	North Dining	140	96	120	36	29x34	9	986
29	West Stateroom 3	30	18	40	12	12x20	9	240
30	Courtyard	240	120	250	100	42x24	36	1008
31	Forum Hall	585	N/A	N/A	N/A	70x82	varies	5740
32	Union Station	200	120	200	100	46x83	9	3818

(1) Most meeting rooms have extra chairs along the wall.

(2) The banquet column is calculated using round tables for 8. May increase number by using 8' tables.

(3) s = standard/table too large to move

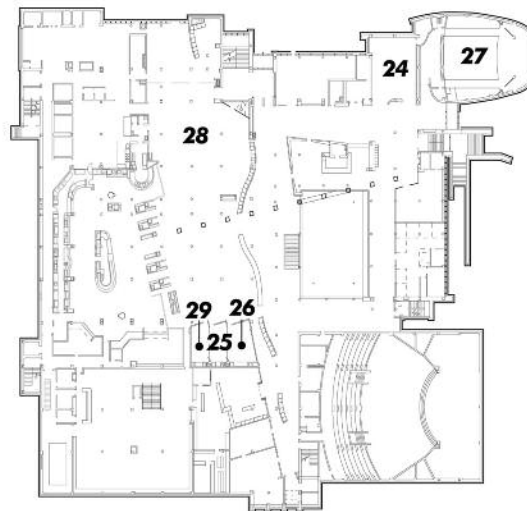
(4) The number beside the room name above corresponds to the number on the building map location.

K-State Student Union (continued)



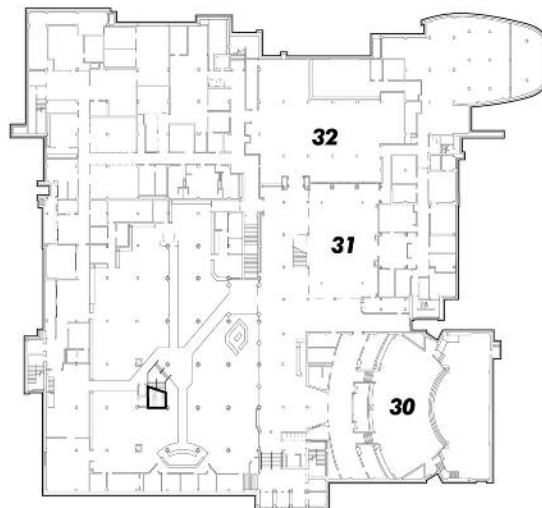
SECOND FLOOR

- BIG 12 ROOM
- BLUEMONT ROOM
- CATERING OFFICE
- CAT'S PAUSE LOUNGE
- COTTONWOOD ROOM
- DIRECTOR'S OFFICE
- RESERVATIONS
- BUILDING SERVICES
- UNION GOVERNING BOARD
- FLINTHILLS ROOM
- GREEK AFFAIRS
- HUMAN RESOURCES
- K-S-U BALLROOMS
- MAIN BALLROOM
- OHIO EXHIBIT
- RESTROOMS
- SUNFLOWER ROOM
- WEST BALLROOM



FIRST FLOOR

- ART GALLERY
- CATS' DEN
- CHILLIE WILLIE'S ICE CREAM
- COMMERCE BANK
- COMPUTER STORE
- COPY CENTER
- FOOD COURT
- ID CARD CENTER
- LITTLE THEATRE
- MSO OFFICE
- RESTROOMS



GROUND FLOOR

- ATM's
- BOOKSTORE
- TICKETMASTER
- LOST & FOUND
- CHINESE WARRIOR EXHIBIT
- COFFEE SHOP IN UNION STATION
- COURTYARD
- FORUM HALL
- KSU OFFICE SUPPLIES
- MAINTENANCE OFFICE
- OFFICE OF STUDENT ACTIVITIES & SERVICES
- OVERNIGHT MAIL
- POSTAL CENTER
- RESTROOMS
- STUDENT HEALTH REPRESENTATIVE
- UNION STATION
- VENDING AREA

1-800-600-ALUM (2586), www.k-state.com



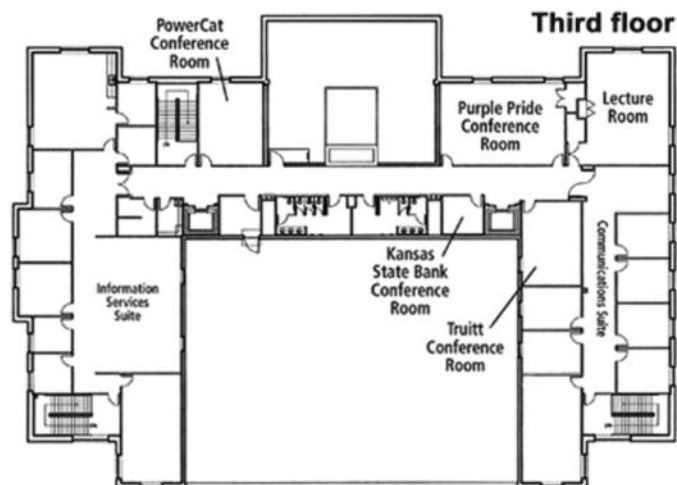
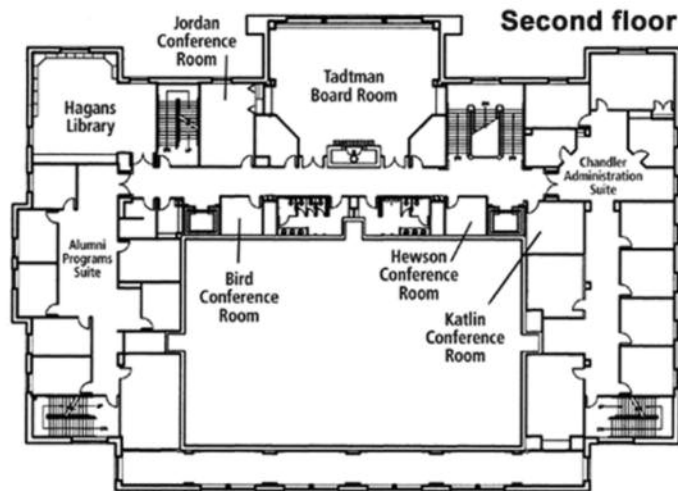
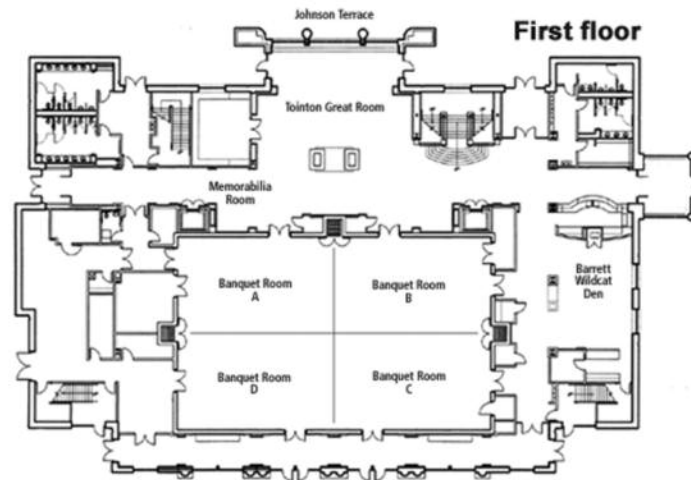
The K-State Alumni Center provides Manhattan with meeting and banquet space for public use. Built of native Kansas limestone, the building houses a large banquet room capable of seating 450 people with an adjacent catering kitchen. This room can be divided into four smaller rooms. Nine additional conference rooms are ideal for smaller meetings and a high-tech room perfect for state-of-the-art presentations. The first floor features the Wildcat Den for casual seating or receptions outside the banquet room.



Conveniently located on the K-State campus, the Alumni Center is across the street from the Holiday Inn at the Campus. Manhattan's other lodging facilities are all within a few short miles of this facility. The Alumni Center offers quick access to the K-State Student Union, the Beach Museum of Art, Aggieville and other local attractions.

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K-State Alumni Center



Flint Hills Discovery Center

315 S. 3rd Street
Manhattan, KS 66502
785-587-2726
www.flinthillsdiscovery.org



The Flint Hills Discovery Center is a dynamic tribute to the Tallgrass Prairie, and the Flint Hills that surround Manhattan. With more than 7,000 sq. ft. of exhibit space, visitors explore how settlers and pioneers encountered shallow soils, forcing them to create new uses for a new land.

The striking beauty of the Flint Hills has a rich history waiting to be discovered. Guests partake in the immersive experience, visit the gift-shop, or take in a panoramic view of downtown Manhattan from the outdoor terraces.

Adjacent to the Flint Hills Discovery Center is the Blue Earth Plaza. This beautiful space is perfect for setting up a picnic, taking the family, enjoying the outdoor fire, and watching the water fountains as they dance with music and lights.



1st Floor

Lobby
Approx. 1,900 square feet

Rotunda
Approx. 1,700 square feet

Immersive Experience
Approx. 500 square feet

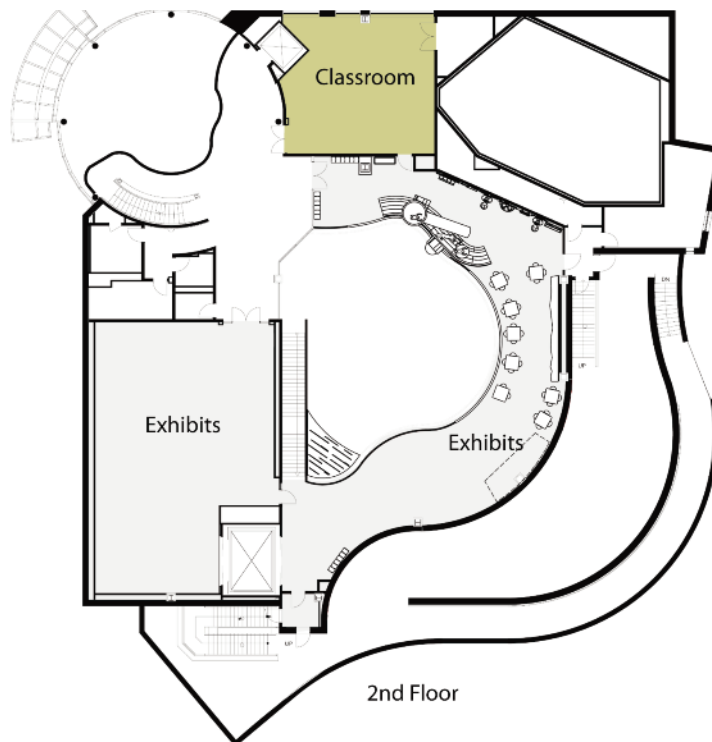
Flint Hills Discovery Center

2nd Floor

Balcony
Approx. 1,000 square feet

Classroom (restricted use/limited availability)
Approx. 900 square feet

Temporary Gallery (restricted use/limited availability)
Approx. 2,100 square feet

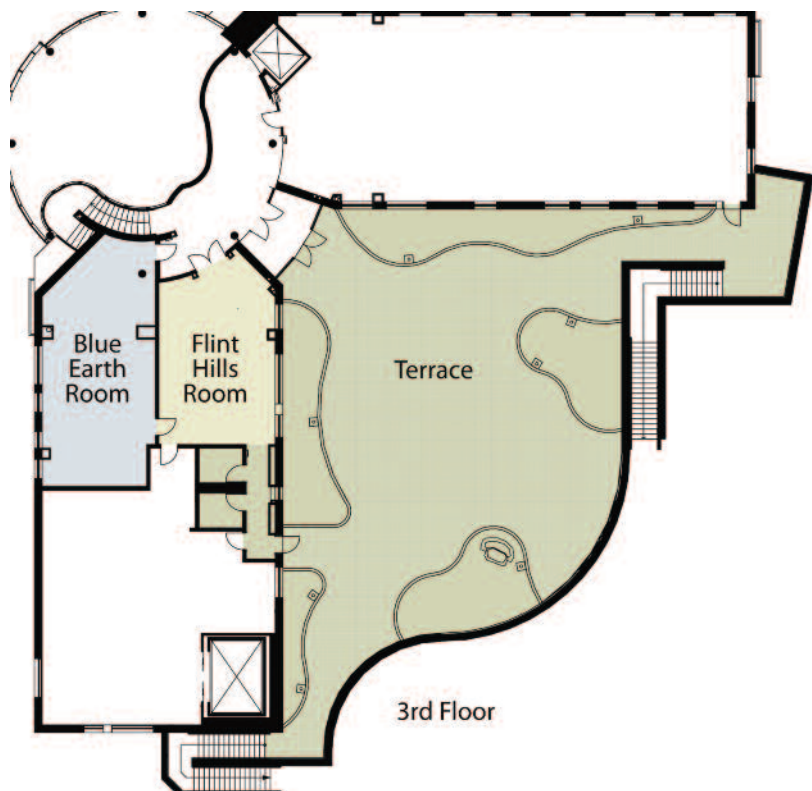


3rd Floor

3rd Floor Balcony
Approx. 500 square feet

Multipurpose Room – North (Terrace side)
Approx. 650 square feet

Multipurpose Room – South (Blue Earth Plaza side)
Approx. 850 square feet



Sunset Zoo Nature Exploration Center

2333 Oak Street, 785-587-2737

www.sunsetzoo.com

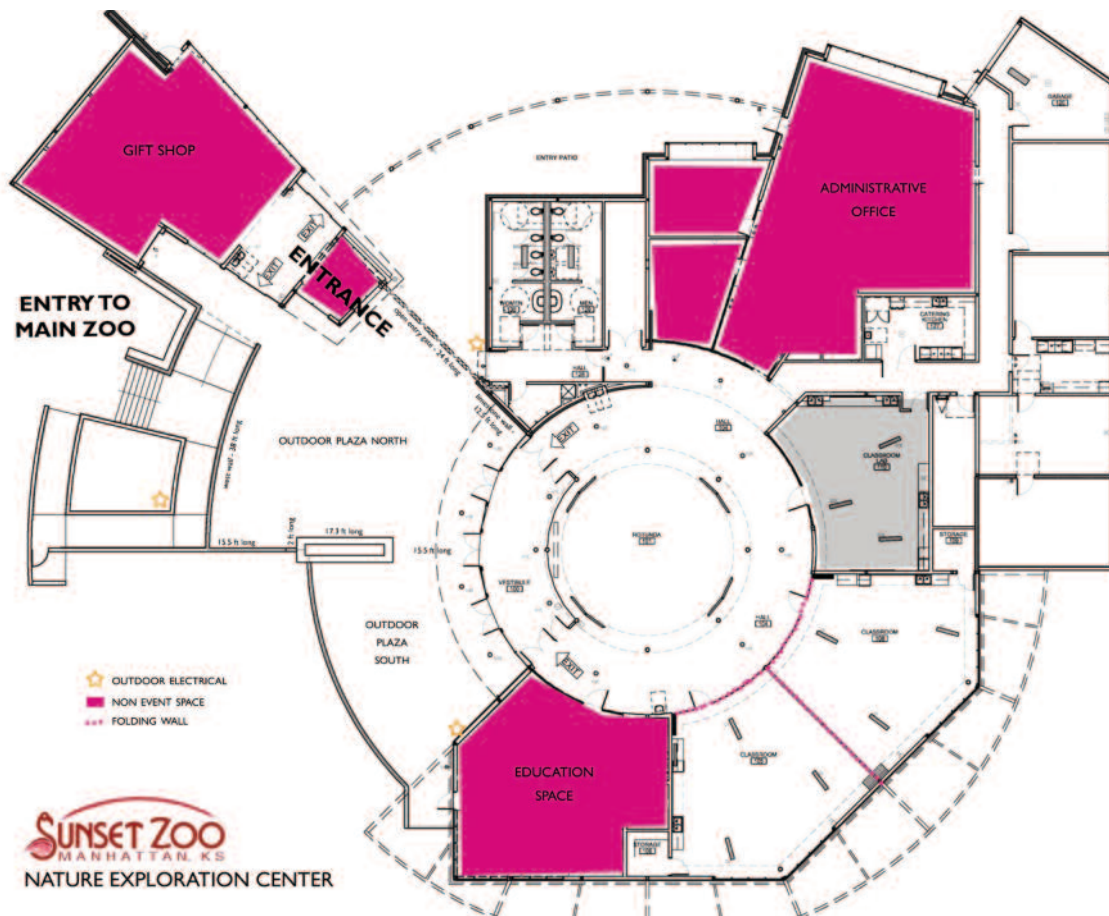
Home to over 250 amazing animals – from anteater to zebu – Sunset Zoo offers up-close views of animals including flamingos, sloth bears and a jumping, hooting array of primates. A visit to the Zoo's gibbon exhibit is sure to wow!

Situated on 26-acres and only a few minutes from K-State, this AZA-accredited Zoo hosts a variety of special events including family favorites like Earth Day, Water Safari and SPOOKtacular, as well as after-hours celebrations such as Wine in the Wild and Brew at the Zoo.

Manhattan's wildest destination is more than just a park. Sunset Zoo is brimming with creative educational offerings from early childhood programs to youth summer camps, and is the perfect place to host your next celebration or business meeting. The Zoo's Nature Exploration Center and brilliantly-landscaped grounds guarantee a unique celebration.



Manhattan
Kansas
Member



Wareham Opera House

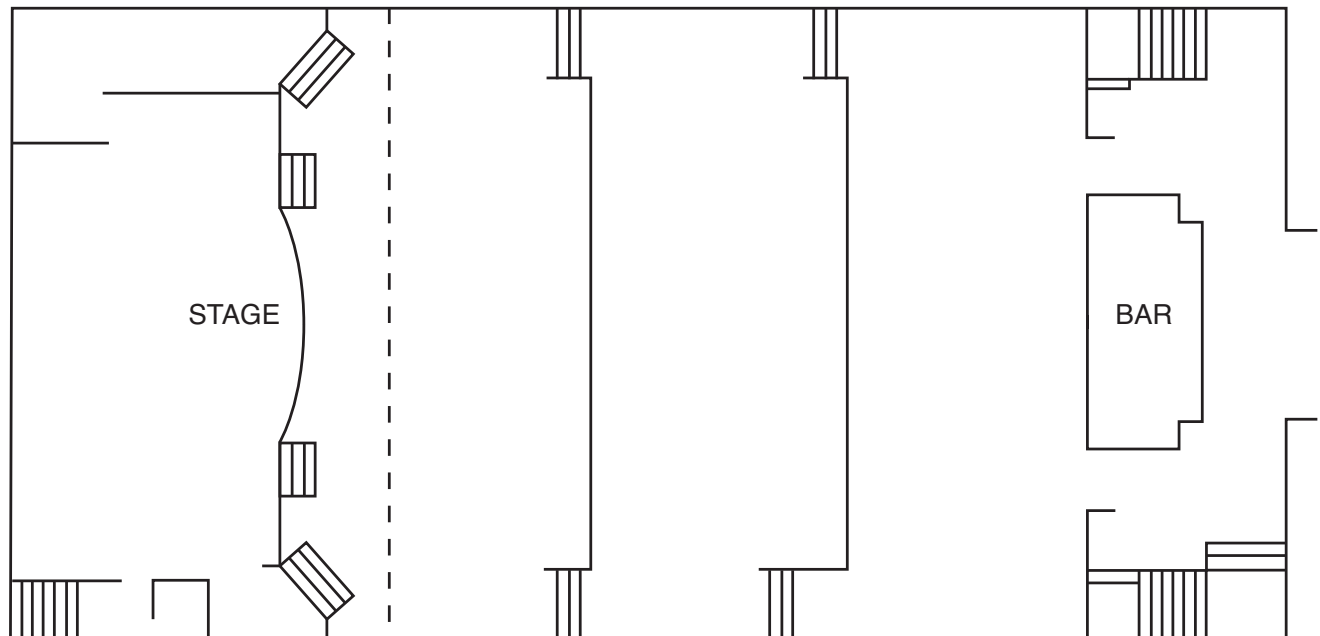


410 Poyntz Avenue
 Manhattan, KS 66502
 For reservations, call 785-320-5089
info@supplyevents.com
www.thewareham.com



Built in 1882, the Wareham Opera House was the second movie house in Kansas. The Wareham Opera House has a seating capacity of 550, including a spectacular stage and balcony. Once a home for performing arts and then a movie theatre until 1986, the Wareham was renovated and re-opened in December 1988. This beautiful building is now a popular setting for wedding receptions and formal dinners.

Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Reception	Seating Capacity		
					Banquet	Theater	Classroom
Wareham Opera House	93' x 48'	4400	–	200	250	300	550



Houston Street Ballroom

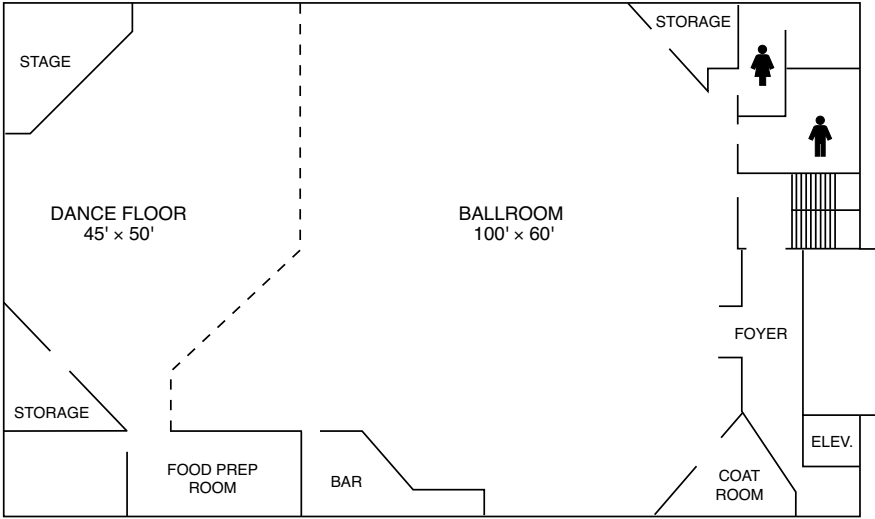


427 Houston Street
Manhattan, KS 66502
785-587-4360
www.houstonstreetballroom.com



Houston Street Ballroom is a first-class facility ideal for your next business meeting or special event. The building features a 9,000 square foot Ballroom with permanent dance floor and stage, a variety of room set ups and ample parking. Let our professional staff assist with your event.

Meeting Room Specifications	Room Size	Square Feet	Ceiling Height	Maximum Room Capacity
Houston Street Ballroom	150' x 60'	9000	20'	500



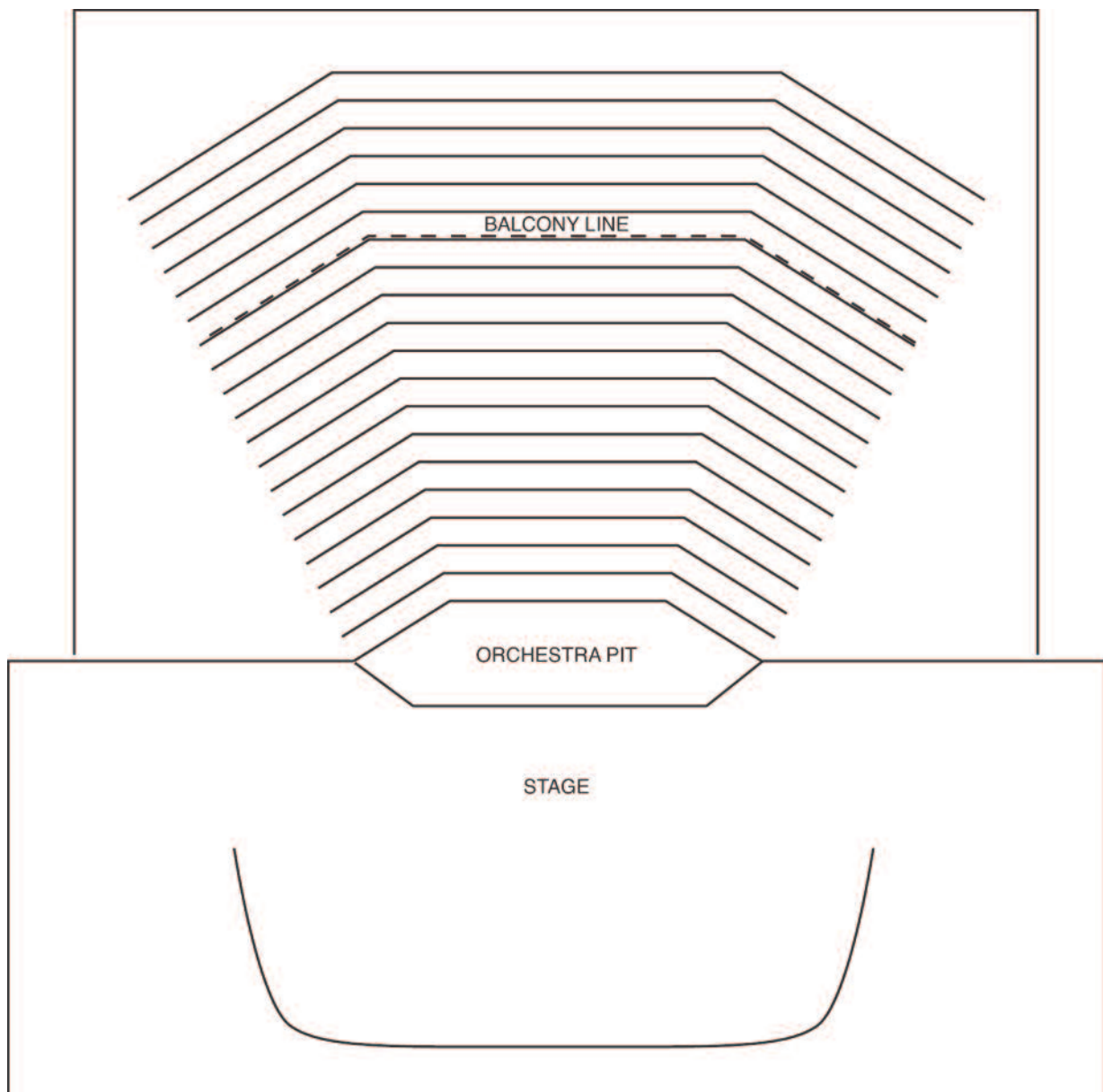
McCain Auditorium



207 McCain Auditorium
 Kansas State University
 Manhattan, KS 66506-4711
 785-532-6425
www.ksu.edu/mccain



McCain Auditorium is the cultural center for performance arts and a host for numerous campus entertainment activities. McCain has a total seating capacity of 1,797. The orchestra level contains 921 fixed seats in continuous rows. The balcony has 831 seats arranged in more traditional fashion with aisles. There is space for eight wheelchairs within the orchestra area. On-site staff is available for light, sound and media needs. This facility has been used for art performances, concerts, lectures, exhibitions/trade shows and summer athletic camps.



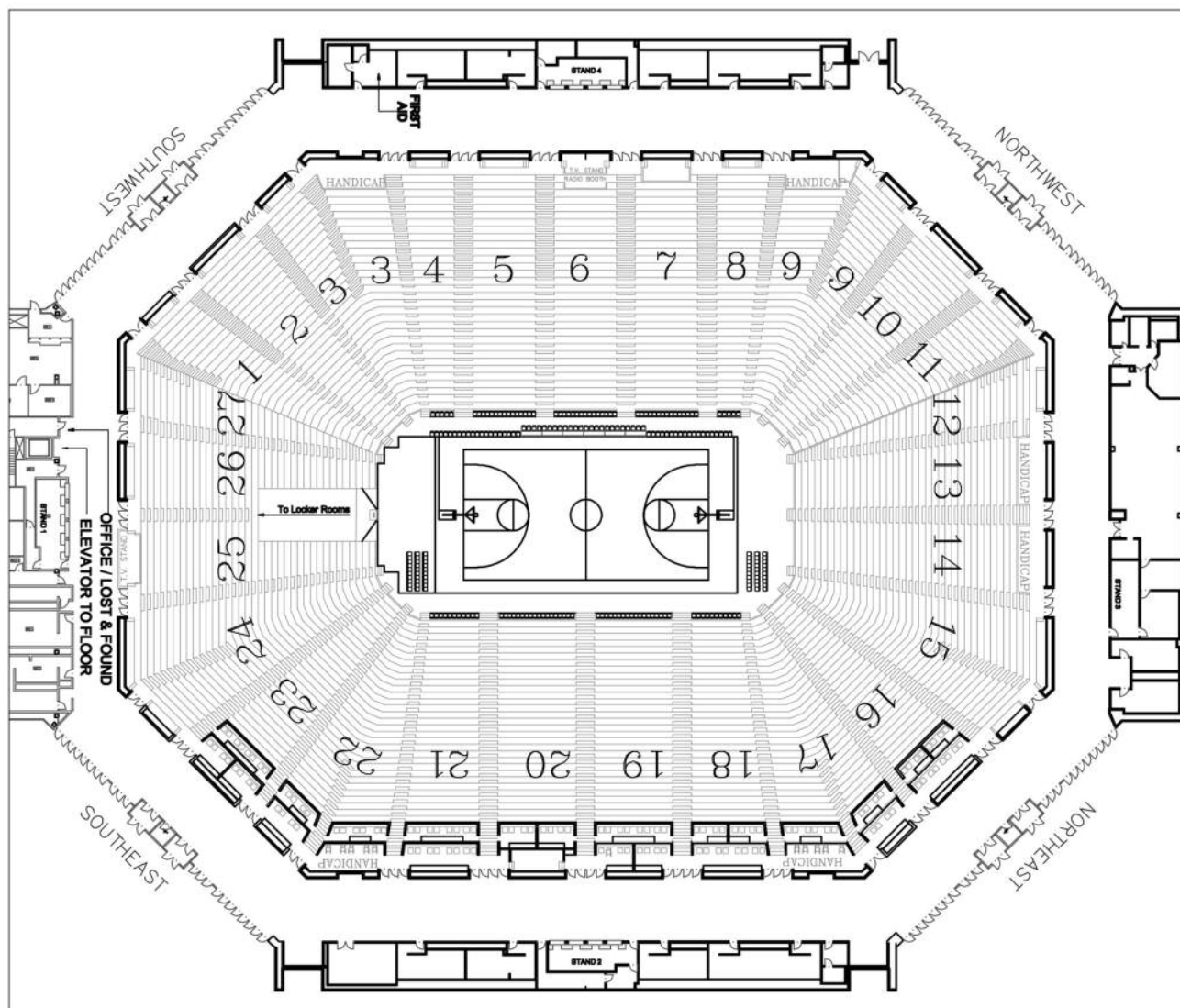
Bramlage Coliseum

1800 College Avenue
Manhattan, KS 66502
785-532-7600
bramlage@ksu.edu
www.ksu.edu/Bramlage



Bramlage Coliseum is a 14,000-seat facility that provides service to major sports and entertainment attractions to Manhattan and the surrounding areas. This facility is ideal for major sporting events, concerts and large exhibitions or trade shows. Bramlage has also been used for summer athletic camps and tournaments, as well as K-State's lecture series.

The facility has 49,200 square feet and parking for 5,000. Concessions and security are available for groups. The ground level playing surface is concrete with a portable wooden basketball floor. Other facility amenities include a media area, multi-sport scoreboard, locker rooms and showers.



Additional Meeting Facilities

American Legion Post #17

114 McCall Road, 785-776-4556

One large meeting room with a capacity of 250.
An American Legion member must sponsor all events.
The Legion serves as exclusive caterer and would be happy to help you arrange your next banquet.



Black Jack Hills Recreation Area

13450 Chapman Road, St. George, 785-494-2707

www.blackjackhills.com

Covered pavilion, softball field, two sand volleyball courts, two horseshoe pits, sports equipment, bar and alcohol service, barbecue grill and kitchen facilities. Full food service available.



Colbert Hills Clubhouse

5200 Colbert Hills Drive, 785-776-6475

www.colberthills.com

The Colbert Hills clubhouse can accommodate groups up to 222 in the main dining room. Smaller, more intimate groups can utilize the Founders Room that seats 35. All meeting and dining space will accommodate presentations, videos in an unforgettable setting.



C-24 Lodging & Meeting Facilities

Community House

4th & Humboldt, Manhattan, 785-587-2757

The Community House is a handicap accessible facility with a small basketball court and a basement area. This facility can accommodate small meetings or classroom-type sessions. Rental fee includes utilities, supervision and access to tables and folding chairs. Air conditioning is available.



Douglass Community Center

901 Yuma Street, 785-587-2774

Facility with two meeting rooms and maximum room capacity for 100 people. Outside food and beverage is allowed. Facility is tailored more for receptions or small meetings. Tables and chairs are provided.



Eagles Lodge

312 South 4th Street, 785-776-6862

Two meeting rooms with a capacity of 200. Small meeting room seats approximately 40 people. Outside food and non-alcoholic beverages are allowed. Facility includes a fully-equipped bar and lounge area. Catering service is available on premises.



HyVee

501 Third Place, 785-587-8609

The Manhattan HyVee offers a meeting room upstairs to accommodate up to 24 people. This space is equipped in classroom style seating ideal for cooking demonstrations. Hy-Vee is happy to host your attendees for a lunch or dinner session.



Manhattan Arts Center

1520 Poyntz Avenue, 785-537-4420

www.manhattanarts.org

Two main meeting rooms with the largest room capacity of 160 people. Projection Screen Available. Outside food and beverage allowed. No smoking in building. On-site parking. All areas handicapped accessible.



Manhattan City Auditorium

11th & Poyntz Ave., 785-587-2757

www.cityofmhk.com

The City Auditorium is a handicap accessible facility with a full-sized basketball court, a lighted stage and 400 permanent seats. Total seating capacity is approximately 700. Rental fee includes utilities, supervision, and access to tables, folding chairs and scoreboard. Air conditioning is not available.



Manhattan Public Library

629 Poyntz Avenue, 785-776-4741

www.mhklibrary.com

Two meeting rooms available to hold 15-50 people. Space available to non-profit organizations only and meeting must be open to the public. Projector screen available. Community Technology Center Classroom available with 19 highspeed internet computers with MS Office software. Available to non-profits and businesses for training. No solicitation.



C-26 Lodging & Meeting Facilities

Marianna Kistler Beach Museum of Art

701 Beach Lane, 785-532-7718

www.beach.k-state.edu



The Marianna Kistler Beach Museum of Art opened in 1996 and is an example of postmodern architecture. It is the permanent home to over 1,500 works of art KSU has collected during the past four decades. The museum also features temporary exhibitions focusing on 20th century American art, with special emphasis on work by Midwest artists. The UMB Theatre and UMB Theatre Foyer are two areas of the museum which can be rented out for lectures, slide programs, seminars, receptions, sit-down dinners and other functions. The Theatre can accommodate a maximum of 80 people for sit down dinners and 100 people in classroom style. The UMB Theatre and UMB Theatre Foyer can be used together for receptions and other social functions. Combined, they can accommodate 250 people.



National Guard Armory

721 Levee Drive, 785-539-1252



One classroom available with seating for 45–50 people. Lecture seating for up to 250 is available in the Drill Hall. Food and drink are allowed but must be catered in.



Pottorf Hall

CiCo Park, 785-537-6350

Large air-conditioned community building can accommodate 400 people with chairs only, or 225 people utilizing tables and chairs. The building can be broken into three separate rooms accommodating 464 people total. Full kitchen and concessions stand is also available for use. Pottorf Hall hosts the Riley County 4-H Fair, arts and crafts shows, banquets, meetings, dances and a variety of community events. Located in CiCo Park in west Manhattan, this meeting hall is ideal for large exhibitions or fairs.



Prairiewood Retreat and Reserve

1484 Wildcat Creek Road, 785-537-9999
www.prairiewoodretreat.com
info@prairiewood.com



Situated in the Flint Hills just 2 miles outside Manhattan, Prairiewood offers an exquisite guest residence with meeting and banquet space, luxurious bed and bathroom suites, abundant amenities, and more than 250 acres of tallgrass prairie to explore. By limiting use of Prairiewood to one guest group at a time, experiences here can be custom-tailored to meet the specific wishes of each guest. A fully-wired audio/visual meeting room seats 12-50 guests and banquet seating throughout the venue allows for up to 60 guests.



The Blue Sage Barn at Prairiewood sits just next door to the Retreat House, and is booked separately. Completely renovated from an authentic equestrian barn, this new facility is able to accommodate up to 295 guests. This first-class venue offers the ability to hold larger functions and meetings than the Retreat House. When rented in conjunction with the Retreat House, the options become expanded, with event space and accommodations packaged together for exclusive use by one guest-group.

Strasser Plaza

300 N. 4th St., 785-320-7450
www.mdiproperties.com



Strasser Plaza Meeting Event Place offers businesses, organizations and private parties a modern space with artistic features to accommodate groups from 10 to 50. The unique and intimate venue provides all the conveniences to make planning an off-site event easy, from nearly limitless room arrangement options with high-quality furnishings to the kitchenette with stainless steel appliances. Weather permitting, the adjoining patio space provides even more possibilities.



The Wooden Nickel

610 S. Scenic Drive, 785-776-6831
www.scenicvalleyinn.com



The Wooden Nickel is a 40' by 80' log barn on the 20 acre property of Paul and Diana Nickel, located next to Bed and Breakfast, Scenic Valley Inn. There is a 40' X 43' loft upstairs, (balcony overlooking the ground floor), with a kitchen, tables and chairs enough to seat 100. Downstairs is a restroom with shower. Room to seat 230 people on the ground floor. Great place for family reunions, birthday parties, anniversaries or corporate meetings while you enjoy the quiet rustic surroundings.



C-28 Lodging & Meeting Facilities

Union Pacific Train Depot

120 Ft. Riley Blvd., 785-587-2757

www.cityofmhk.com/642/union-pacific-depot

The newly renovated Union Pacific Train Depot is a unique venue for meetings, reunions, conferences and retreats. The space accommodates 90 people and outside catering is allowed. Rental includes table and chairs. Manhattan Parks and Recreation Department handles all reservations and has a staff member present at all events.



Outside Manhattan

Columbian Theatre

521 Lincoln, Wamego, 800-899-1893

www.columbiantheatre.com

Three main meeting rooms with the largest room capacity of 400 people. Outside food and beverage is allowed. Rooms can be combined to add further accommodations, but there are some restrictions on room capacities for dances and dinners. Auditorium is hearing impaired equipped. All areas are handicap accessible.



Living Water Ranch

4122 Living Water Road, Olsburg, 785-468-3594

www.livingwaterranch.org

One large meeting hall with a capacity of 200 people. Several smaller indoor and outdoor meeting areas around the campsite. Outside food and beverage is allowed. No alcohol or smoking allowed on grounds. Facilities are ideal for camps, retreats or family reunions. Housing units available.



Riley's Conference Center

446 Seitz Dr. Fort Riley, KS 66442, 785-784-1000

www.rileymwr.com/rileys



Riley's Conference Center is a premiere hospitality facility servicing Fort Riley, Manhattan and the Junction City area. In a country club setting, this 20,000 sq ft facility features two ballrooms, four meeting rooms, an outdoor gazebo and outdoor patios. Riley's Conference Center is open to the public and no military affiliation is required. Riley's is an ideal location to host your next meeting, conference, luncheon, dinner, wedding reception, holiday party and much more! Each room offers

complimentary top of the line audiovisual equipment including projection systems, programmable wireless microphones, and portable sound systems. Catering and full service staff accommodate any group from 10 to 600 people.



Rock Springs 4-H Center

5405 Highway K-157, Junction City, 785-257-3221

www.rocksprings.net

Rock Springs 4-H Center is the ideal setting for you and your organization to really stop and listen to each other and the world around you. Rock Springs offers a wide selection of meeting spaces and housing areas with various room sizes to accommodate any group. Whether making formal decisions or having informal gatherings, the atmosphere is ideal. There are 10 indoor meeting facilities able to hold groups ranging from 12–500, outdoor areas for groups 30–1,000 and housing units to accommodate 12–150 attendees. Rental fees are dependent upon availability and nature of the group.



Dining/Meeting Space

Manhattan offers you a vast selection of dining options. The following facilities provide private dining accommodations:

Bamboo Buffet

2304 Stagg Hill Road, 785-539-8299

Hours: 11am-9:30pm Sun-Thurs

11-10pm Fri & Sat

Serve: Lunch, Dinner

Credit Cards: MC, V, AE, D

Alcohol: No

Group Menu: No

Bus Parking: Yes

Party Room: Maximum 60-80 or 140+ people

Blue Hills Room

2317 Tuttle Creek Blvd., 785-776-9588

Hours: When booked

Serve: Breakfast, Lunch, Dinner

Alcohol: Yes

Group Menu: Yes

Bus Parking: Yes

Party Room: 186 people

Bluestem Bistro

1219 Moro, 785-587-8888

Hours: Daily 7am-11pm

Serve: Breakfast, Lunch, Dinner

Credit Cards: MC, V

Alcohol: Yes

Group Menu: No

Bus Parking: No

Party Room: 16-20 people

Bobby T's Bar & Deli

3240 Kimball Avenue, 785-537-8383

Hours: M-Sat 11am-2am, Sun 11:30am-2am

Serve: Lunch, Dinner

Credit Cards: MC, V, D

Alcohol: Yes

Group Menu: Yes

Bus Parking: Yes

Party Room: Dining area — maximum 110

Harry's

418 Poyntz Avenue, 785-537-1300

Hours: M-Th 5pm-9pm, F-Sat 5pm-10pm

Serve: Lunch, Dinner

Credit Cards: MC, V, Amex, Discover

Alcohol: Yes

Group Menu: No

Bus Parking: Yes in mall parking.

Party Room: Rose Room sets 10-14 people.

Reservations: Recommended for groups of five or more.

Harry's Deli

418 Poyntz Avenue, 785-537-6800

Hours: 11am-2pm Mon-Fri, 11am-2pm Sat

Serve: Lunch

Credit Cards: MC, V, Amex

Alcohol: Yes

Group Menu: Group to go orders welcome.

Bus Parking: Yes in mall parking

Party Room: Available in evenings, call Harry's. Harry's Deli private space available in evenings. 20-30 people for seated dinner service. Max 50 people or cocktail style.

Hibachi Hut

429 Poyntz Avenue, 785-320-5757

Hours:

Serve: Lunch, Dinner

Credit Cards: Amex, V, D, MC

Bus Parking: No

Party Room: Maximum 16 people

Hunam Chinese Restaurant

1304 Westloop Place, 785-539-8888

Hours: Daily 10am-10pm

Serve: Lunch, Dinner

Credit Cards: MC, V, D, AE

Bus Parking: Yes

Party Room: Maximum 40 people

Little Apple Brewing Company

1110 Westloop Place, 785-539-5500,

www.littleapplebrewery.com

Hours: Daily 11am-11pm

Serve: Lunch, Dinner

Credit Cards: MC, V, D, AE

Alcohol: Yes

Group Menu: Yes

Bus Parking: Yes

Party Room: 2 rooms available: one seats 54 the other seats 36

Manhattan Country Club

1531 N. 10th Street, 785-539-7501

Hours: 11am-2pm Tue.-Fri.; 6-10pm Tue.-Sat.

Serve: Breakfast, Lunch, Dinner

Alcohol: Yes

Group Menu: Yes

Bus Parking: No

Party Room: Maximum 150 people

*Must be a member of the Manhattan Country Club to use facility.

Radina's

616 N. Manhattan Ave., 785-537-2345

Hours: 6:30am-11pm

Alcohol: No

Group Menu: No

Bus Parking: No

Party Room: 15 people

UMI

900 Hayes Dr., 785-320-7788

Hours: M-F 11am-2:30m, 4:30-10pm

Sat 11am-10:30pm; Sun 11am-10pm

Alcohol: Yes

Group Menu: No

Bus Parking: Yes

Party Room: Yes

Vista Drive-In

1911 Tuttle Creek Blvd., 785-537-0100

Hours: Daily 7am-11pm

Serve: Breakfast, Lunch, Dinner

Credit Cards: V, MC, D

Alcohol: No

Group Menu: Yes

Bus Parking: Yes

Party Room: Maximum 35 people

Wahoo Fire & Ice

1101 Moro Street, 785-320-7242

Hours:

Serve: Lunch, Dinner

Credit Cards:

Bus Parking: Yes

Party Room: Maximum 40 people

Caterers

Black Jack Hills

785-494-2707

Bockers II Catering

1108 Laramie, 785-539-9431

www.bockers2.catering.com

Caribou Coffee

K-State Student Union, 785-532-6068

della Voce

405 Poyntz Ave., 785-532-9000

Dillons Food Store

130 Sarber Lane, 785-776-9285

1101 Westloop, 785-539-7631

Famous Dave's Catering

910 Commons Place, 785-537-2401

www.famousdaves.com

Goodcents Deli Fresh Subs

1317 Anderson Ave., 785-539-1900

900 A Hayes Dr., 785-320-6076

www.goodcentssubs.com.com

Harry's

418 Poyntz Ave., 785-537-1300

www.harrysmanhattan.com

HCI Hospitality

Featuring CocoBolos, Cox Brothers BBQ, Freddy's and Powercat Grill

520 McCall Rd., 785-370-0642

www.hcihospitality.com

Hunam Chinese Restaurant

1304 Westloop, 785-539-8888

HyVee

601 Third Place, 785-587-8609

www.hy-vee.com

Jimmy John's Gourmet Sandwiches

1212 Moro St., 785-539-7454

www.jimmyjohns.com

Kite's Bar & Grill

615 North 12th Street, 785-776-4300

www.kiteslive.com

Little Apple Brewing Co.

1110 Westloop, 785-539-5500

www.littleapplebrewery.com

Olive Garden

715 Tuttle Creek Blvd, 785-537-2445

www.olivegarden.com/catering

Panera Bread Company

315 Southwind Place, 785-539-7920

www.panera-kansas.com

Pie Five Pizza Co.

623 N. Manhattan Ave., 785-473-7691

www.piefivepizza.com

Powercat Sports Grill

3011 Anderson Ave., 785-320-4662

www.powercatsportsgrill.com

Rambler's Catering

8200 South Port Dr. , 785-539-4989

Rock-A-Belly Bar & Deli

718 N. Manhattan Ave., 785-539-8033

Subs-N-Such

1800 Claflin Rd Ste 170, 785-537-2411

Subway

3041 Anderson Ave., 785-539-2252

Wahoo Fire & Ice

1101 Moro Street, 785-320-7242

Bed & Breakfasts

Anderson Bed & Breakfast

1719 Fairchild, 785-539-4994

www.andersonbnb.com

Guest rooms: 3. The Anderson Bed & Breakfast is located two blocks south of Kansas State University in a charming limestone, arts and craft style home built in 1910. Sit on the front porch overlooking the tree-lined, brick street in an old university neighborhood. If you're lucky you may get to hear the K-State Marching Band practicing.

Guest Haus Bed & Breakfast

1724 Sheffield Circle, 785-776-6543

www.guesthaus.com

Guest rooms: 2. The Guest Haus has a beautiful Flint Hills view as you look out of the large south window. Guests can walk on the wooden path through the cedars and garden or relax on one of the decks. The Guest Haus Bed and Breakfast is located two miles west of the K-State Sports Complex and campus. A deluxe continental breakfast is served. Guest Haus is a non-smoking facility.

Moore House Bed & Breakfast

500 Denison Ave., 785-776-5603

www.MooreHouse-BnB.com

Guestrooms: 1. An 18th century, english colonial themed B&B located two blocks south of the K-State campus. One bedroom with attached bathroom.

The Morning Star Bed & Breakfast

617 Houston Street, 785-587-9703

www.morningstarbandb.com

Guest rooms: 5. The Morning Star Bed and Breakfast, located on historic Houston Street in downtown Manhattan, is only a few blocks from shops and restaurants and a short distance from Kansas State University. This beautiful, three-story, Queen Anne-style home, built in 1902, has been extensively renovated for guests' comfort and convenience. Five guest rooms feature queen or king beds and have their own private bath highlighted by a two-person Jacuzzi. Rooms have phones and data ports. A full breakfast is served. The Morning Star is a non-smoking facility.

Scenic Valley Inn Bed & Breakfast

610 S Scenic Dr., 785-776-6831

www.screnicvalleyinn.com

Guest rooms: 4. The Scenic Valley Inn is a real log home built in 2003. It is located two miles outside of Manhattan on 20 acres of beautiful, heavily wooded privacy. As you approach this Bed and Breakfast Inn you will cross the bridge, wind around the log barn and continue to the house which has special parking for guests. The Inn has four guest

rooms with private baths, and offers an opportunity for families and married couples to choose any one of the four private suites.

Unique Venues

Houston Street Cottage

523 Houston St., 785-776-4735

houstonstreetcottage@gmail.com

www.houstonstreetcottage.com

Guest rooms: 2. Within 5 minutes walking distance from historic downtown Manhattan, the Manhattan Convention Center, the Flint Hills Discovery Center and more, this 2-room Inn features hardwood floors, high ceilings, queen-sized beds and serene settings.

Prairiewood Retreat and Preserve

1484 Wildcat Creek Rd., 785-537-9999,

info@prairiewood.com • www.prairiewood.com

Guest Rooms: 4. This retreat quietly resides on 250 acres of native tallgrass prairie. Use of the house is limited to one guest-group at a time, and there are 4 bedrooms/bathroom suites. An additional convertible space for a 5th bedroom is available as well. The property features a pool, hot tub and hiking trails.

The Stonehouse at Prairiewood

5020 Anderson Ave., 785-537-9999,

info@prairiewood.com • www.prairiewood.com

Situated just a half mile from the west side of Manhattan and Anderson Ave, this newly renovated 150-year old StoneHouse is nestled into a terraced hillside. The StoneHouse is an exquisite guest residence, elegantly outfitted with all of today's modern amenities, featuring a kitchen with a large farmhouse center island and 48" Italian range. This property offers four private bedrooms, three of which are complete bedroom/bathroom suites. Use of the StoneHouse and Courtyard is limited to one guest group at a time making it the perfect spot for a corporate retreat, rehearsal dinner, a family reunion or a small ceremony. Whatever the need, you're sure to leave feeling relaxed and inspired.

The Strong Inn

1916 Beck St., 785-313-5167

r_routh@hotmail.com • www.stronginn.com

Guest Rooms: 2. The Strong Inn offers the comfort and convenience of home paired with the rustic charm of days gone by. This native stone house is adorned with hardwood floors, period furniture and décor, and rooms with queen beds. The Strong Inn is minutes away from the Manhattan Town Center, the Flint Hills Discovery Center and downtown Manhattan.

Campus Lodging

KSU Housing and Dining Services

Kansas State University, 785-532-6368, www.ksu.edu/housing

The Department of Housing and Dining Services is pleased to offer quality services at reasonable rates for more than 1800 guests. All residence halls are air conditioned and conveniently located on campus within walking distance of recreational facilities and campus activities. Rooms are available during the summer with single and double occupancy for university guests, conference and meeting or event groups. Television rooms, local telephone service, laundry room, vending machines, messages board and front desks operations are a few of the services offered to guests. Meal plans can be tailored to meet a group's specific needs.

Camping

Tuttle Creek State Park

5800A River Pond Road, 785-539-7941, <http://kdwpt.state.ks.us>

For public use areas with electrical and water hook-ups, open camping, cabins, boat slips, picnic tables/shelters, swimming beaches, boat ramps, courtesy docks, hiking trails, sanitary dump stations.

Living Water Ranch

4122 Living Water Road, Olsburg, 785-468-3594, www.livingwaterranch.org

Several cabins and camping sites.

Calvins Camping

400 E. Military Trail Road, Wamego, KS 66547, 785-456-CAMP, www.calvinsrvcamping.com

7 pull thru RV sites, 4 campsites (tent/RV).

The Ridge RV Park

606 Countryside Ln., St. George, 785-320-1246

www.ridgervpark.com

Manhattan's major events ideal for tours & special programs

While meeting in Manhattan, your attendees will have the opportunity to experience a wide range of events and activities. The following list is a brief overview of Manhattan & area events.

February

K-State Rodeo

Join the K-State Rodeo Club for this weekend rodeo event in Weber Arena; 785-532-8829, www.asi.ksu.edu.

Manhattan Area Garden Show

Visit educational and commercial booths on gardening, as well as educational horticulture seminars. The event also includes a youth gardening activity; 785-537-6350.

March

Flint Hills Festival of Wines

In addition to choosing from a selection of more than 150 wines, attendees will enjoy gourmet cuisine from area restaurants and caterers, meeting winemaker's "up close and personal," shopping the large silent auction and watching cooking-with-wine demonstrations by area chefs; 785-537-0688.

KSHSAA 2A State Basketball Tournament

See the top 2A boys and girls teams from across the state of Kansas compete for the state high school championship. For dates, call 785-776-8829 or visit www.kshaa.org.

St. Patrick's Day Road Race & Parade

Aggieville hosts St. Patrick's Day activities from a Road Race, one of the oldest events in St. Patrick's Day activities, to a parade each year.

Events usually begin in the morning and run through mid-afternoon. 785-776-8050. www.aggieville.org

April

Tulip Festival, Wamego

Thousands of Holland Tulips are in colorful bloom in mid-April as friends and families gather in the park and downtown for crafts, foods and entertainment. Wamego's famous Old Dutch Mill, restored for grinding flour, is the center of attraction for the Tulip Festival; 785-456-7849.

May

KSHSAA 3A Softball & Baseball Tournament

High school girls and boys compete for the state championship. Call 785-776-8829 or visit www.kshaa.org.

June

Arts in the Park

City Park comes to life as national, regional and local artists perform in this live concert and performing arts series. Bring a picnic basket and a blanket and enjoy these outdoor family-oriented performances Friday and Saturday evenings June through August. Other park activities include weekly puppet shows, arts and crafts shows and municipal band concerts; 785-587-2757, www.cityofmhk.com.

Kicker Country Stampede

Join the heartland's largest three-day country music festival, featuring over 20 national entertainers in the Tuttle Creek State Park River Pond area. For performance listings, dates and times call 785-539-2222, 800-795-8091 or visit www.countrystampede.com.

Juneteenth Festival

Parade, arts, crafts, food, entertainment and displays; 785-776-0244, www.manhattanjuneteenth.org.

Konza Prairie Wildflower Walk

This hike of 1.2 miles is led by trained volunteers pointing out wildflowers of interest and offering information about the Konza Prairie in general. Mid-June is the peak wildflower season on the tallgrass prairie. Call 785-587-0441 for reservations. www.keep.konza.ksu.edu

Master Gardener Tour

This annual event provides attendees with the opportunity to take a moment to stop and smell the roses while improving the K-State Gardens; 785-537-6350, www.ksre.ksu.edu.

Wine in the Wild

Experience the Sunset Zoo in a relaxing quiet evening filled with fun, food and great wine pairings. All proceeds go to the Friends of Sunset Zoo. For tickets contact 785-587-2737, www.sunsetzoo.com.

July

Kaw Valley Rodeo & Riley County Fair

This five-day event is held in CiCo Park and includes the Kaw Valley Rodeo, sanctioned by the Professional Rodeo Cowboys Association, drawing the top contestants in each event every year. The fair kicks off with a 4-H parade on Poyntz Avenue. Ottaway Amusement provides a carnival during the fair. 785-532-6958 or 785-537-6350, www.kawvalleyrodeo.com and www.rileycountyfair.com

Wamego Fourth of July Celebration

The Wamego Fourth of July parade is recognized as one of the largest in Kansas, featuring marching bands, floats, antique cars and hometown folks proud to put their patriotism on display. The celebration also features a four-day carnival, classic car show, Kaw Valley antique tractor and steam engine show and a giant fireworks display; 785-456-7849, www.visitwamego.com.

August

Rhythm & Brews

The first weekend of August celebrates Brew to Shoe 10K, Hail the Ale micro brews and Little Apple Music Festival; 785-776-8829, www.rhythmandbrewsmhk.org

Brew at the Zoo

An evening of local brews and hors d'oeuvres, live music, and great people; 785-587-2737, www.sunsetzoo.com

Little Apple Soccer Tournament

This two-day soccer tournament, held at various Manhattan venues, is hosted by The Little Apple Soccer Club. It has attracted approximately 600 people annually since its origination in 1996. www.littleapplesoccer.org

Purple Power Play

This 2-day event kicks off the K-State football season. Join fans in City Park to welcome back veteran players and meet new recruits. Event highlights include a Schwinn freestyle bike demonstration, fireworks, pep rallies, talent performances, and live music. The coach of the Wildcats and captains of the team will address the audience, and pictures can be taken with Willie the Wildcat; www.purplepowerplay.com

September

Aggiefest

Presented by the Manhattan Music Coalition, Aggiefest celebrates local and regional live music and visual arts. Typically a two-day event that includes more than 80 bands and 8 Aggieville venues. 785-776-8050 www.aggieville.org

Open House/Apple Days, Fort Riley (Sept. or Oct.)

Fort Riley hosts this annual Apple Day celebration at the Cavalry Parade Field. The big attractions for Apple Days are the more than 1,000 apple pies, which are sold for charity. Proceeds from the pie sales are given to the community through a post-wide scholarship, projects for the Custer House, memorials and school activities. The festivities offer a variety of activities portraying life in the 1800s, including the Artillery Half Section demonstrating the firing of a period artillery piece. The Commanding General's Mounted Color Guard performs cavalry charges and riding demonstrations throughout the day; 785-239-2022.

Biennial Konza Prairie Visitors Day

Explore the prairie and see areas usually closed to the public. Even numbered years. 785-587-0381, www.keep.konza.ksu.edu.

Pumpkin Patch

Join the Mercy Regional Health Center Auxiliary in early October at CiCo Park for a weekend full of fun. Enjoy shopping at over 150 home-made arts and crafts booths. Meals will be available for purchase and all proceeds go back to the hospital; 785-539-4529. Check them out on Facebook.

October

Aggieville Trick or Treat

Bring your kids to Moro Street as the Aggieville Business Association and local retailers stay open late for a night of safe trick-or-treating; www.aggieville.org.

Oztoberfest, Wamego

The first weekend in October, the Road to Oz (otherwise known as Highway 99 and Lincoln Avenue) closes down to celebrate one of America's best known fairy tales - The Wizard of Oz. OZtoberFest festivities include autograph sessions with the Munchkins, kids' inflatable play area, Yellow Brick Road bike ride, food and craft vendors, live entertainment, a Ruby Slipper Run, car show, and activities for the entire family. A special stage production of The Wizard of Oz is performed at the Columbian Theatre. Other special guests, who are available at book signings and autograph sessions, include relatives of L. Frank Baum and famous collectors and historians. Contact 1-866-458-TOTO. www.visitwamego.com

SPOOKtacular

Visit Sunset Zoo and the animals during this Halloween holiday in late October for trick or treating fun. 785-587-2737, www.sunsetzoo.com

November

Buttons 'n Bows

The Annual Buttons 'n Bows Arts and Crafts Fair features handmade finished art and craft items. This day-long festival is sponsored by The Manhattan Catholic Schools Parent/Teacher Organization. For more information call 785-565-9453

Festival of Lights

Blue Earth Plaza celebrates the holiday season with the State's largest Christmas tree, lights set to music and holiday spirit. Join Santa as he turns on the lights the Friday after Thanksgiving.
www.mhkfestivaloflights.com

Holiday Homes Tour

Several Manhattan residences don their best holiday decorations as part of the Holiday Homes Tour. The tour is sponsored during even years by the McCain Performance Series, and during odd years by the Riley County Historical Society. Call 785-776-8829 for current details.

Homemade for the Holidays

More than 55 craft booths display homemade Christmas and holiday items for sale in CiCo Park's Pottorf Hall. Luncheon made available by the Leonardville 4-H Club. Always the Saturday of Thanksgiving.
785-293-5712

December

Columbian Christmas Spectacular, Wamego

Theatrical showings throughout weekends during the holiday season; 785-456-2029.
www.columbiantheatre.com

Holiday Festival of Music

Relax and enjoy the sounds of the holiday spirit. A variety of K-State musical groups join together for this special holiday performance; 785-532-3816.

Little Apple® Ball Drop

The Little Apple® Ball Drop has become one of Manhattan's most popular winter traditions. This event attracts several thousand down Moro Street in Aggieville, and has attracted regional and national news. Come bring in the New Year Little Apple style. www.aggieville.org

Mayor's Holiday Tree Lighting and Parade

Enjoy the Mayor's lighted Christmas parade down Poyntz Avenue and through Aggieville, ending with a tree lighting in Aggieville's Triangle Park.
www.aggieville.org,
www.cityofmhk.com

*For a complete listing of K-State Athletics, go to
www.visitmanhattanks.org*

Group Tours

Enjoy a sampling of the tours available in our area. For additional tour options or a tour specifically designed to meet your interests, contact the Visit Manhattan staff at 785-776-8829.

Aggieville Walking Tour

Step back in time as one of our Little Apple® Corps volunteers takes you back to the 1950's era with a tour of the oldest historic shopping district in Kansas; www.aggieville.org

International Grain Program Tour

People from all over the world travel to Kansas State University to take courses in the International Grain Program where they learn in areas of feed manufacturing and grain management, grain marketing and risk management, and flour milling and grain processing. Tours are given to interested groups showcasing this state of the art facility. Call 785-532-4070 to schedule a tour.

Kansas State University

The first land grant university under the Morrill Act, KSU opened its doors in 1863. K-State offers many cultural, recreational, educational and athletic attractions. Special tours offer groups of 10 or more an insider's view of on-campus sites. Enjoy a Walking Tour, leisurely stroll around our picturesque campus. Visit several of the historical buildings and a residence hall. Learn about the history of K-State. Tours include the College of Veterinary Medicine, dairy barns, football stadium, Hale Library, botanical gardens and more;
800-432-8270, www.k-state.edu

Kansas State University Gardens

These beautiful gardens are nestled on the scenic KSU campus. The 1.5 acres currently feature a rose garden, fountain made from native Kansas limestone, restored dairy barn which serves as a visitor center.
785-532-6170
www.ksu.edu/gardens

Kansas State University Veterinary School Tour

Experience a student led "behind the scenes" tour through the interior of the Kansas State Veterinary Medicine School. See, learn, and experience what it is inside the world of Vet Med. Tours available on Fridays 12-1 pm only. Call 785-532-5660

Konza Prairie

Five miles south of Manhattan and set in the scenic Flint Hills, the Konza Prairie is 3,487 hectare of untouched native tallgrass prairie. Self-guided walking tour brochures are available or guided tours can be arranged. Trails are 2.8, 4.4, or 6.1 miles in length. The careful observer will notice the many splendors of the prairie including grazing bison. Tours available sunrise to sunset daily.
785-539-1961, www.konza.ksu.edu

D-4 Tours & Special Programs

Marianna Kistler Beach Museum of Art

Open since 1996, the Beach Museum of Art is an example of post-modern architecture. It is the permanent home to over 1,500 works of art KSU has collected during the past four decades. The museum also features temporary exhibitions focusing on 20th century American art, with special emphasis on work by Midwest artists. For group tour information and hours call 785-532-7718.
www.beach.k-state.edu

Riley County Historical Museum

This museum features local history exhibits from pioneer days to the present. The adjacent Hartford House is a restoration of a prefabricated house that the early settlers brought to Manhattan in 1855 on the steamboat Hartford. The museum is open Tuesday–Friday, 8:30 a.m.–5 p.m., weekends 2–5 p.m. For group tours call 785-565-6490.
www.rileycountyks.gov

Goodnow House

This state historic site was home to Isaac Tichenor Goodnow, a founder of Manhattan and what is now Kansas State University. Built in 1863, the home includes period furnishings and is located adjacent to the Riley County Historical Museum. The Goodnow House is open Wednesday through Saturday, 10 a.m.–5 p.m., Sunday 1–5 p.m., or by appointment; 785-565-6490.

Strecker-Nelson Art Gallery

Tour the oldest commercial art gallery in the state! Located in historic downtown, this gallery features frequently updated showcases in a variety of mediums, oftentimes featuring Kansas artists. Open Monday through Saturday, 10 am to 6 pm. 785-537-2099.
www.strecker-nelsongallery.com

Sunset Zoological Park and Nature Exploration Center

The zoo is located within 52 beautifully landscaped acres on a hill overlooking southwest Manhattan. Features special exhibits and over 300 animals. The zoo is open March–November, daily from 10 a.m.–6 p.m., and December–February, weekdays 12–4 p.m., weekends 10 a.m.–6 p.m. For guided tours call 785-587-2737. www.sunsetzoo.com

Tallgrass Brewery

Enjoy first-hand Manhattan's own microbrewery. Located on the edge of the Flint Hills, Tallgrass Brewery can give you a great tasting of Tallgrass Beer; Tours available summer 2016, 785-537-1131
www.tallgrassbeer.com

Terry C. Johnson Center for Basic Cancer Research

Administered in the eye-catching Chalmers Hall on the K-State campus, this center supports multi-disciplinary cancer research and education in nine departments of the Colleges of Arts & Sciences, Veterinary Medicine, and Human Ecology, and works to educate the public about the disease. Visitors to the center learn about the excellent cancer-related research taking place in its 40 affiliated laboratories across campus...and you even get to tour one! Call 785-532-6705 or visit www.cancer.k-state.edu for more information.

Tuttle Creek Dam & Reservoir

Five miles north of Manhattan, Tuttle Creek is one of the state's most beautiful lakes and is the state's second largest. Tuttle Creek is excellent for camping, picnicking, water sports and fishing. The U.S. Army Corps of Engineers and the State Park staff schedule several special programs throughout the year. To schedule a group or guided tour call 785-539-8511 or 785-539-7941.

Wheat Innovation Center

Built by the Kansas Wheat Commission this \$11 million facility opened its doors in late 2012. The Wheat Innovation Center focuses on research in order to get improved wheat varieties into the hands of farmers faster. Tours can be arranged by contacting: 1990 Kimball Avenue 785.539.0255
www.kswheat.com/research/kansas-wheat-innovation-center

Wolf House Museum

Built in 1868, this limestone house was used as a boarding house until 1875 when it became a private residence. The Wolf House is open Saturdays 1–5 p.m. and Sundays 2–5 p.m. For more information call 785-776-7344.
www.rileycountyks.gov

Area Tours

Manhattan is centrally located among several historic communities. Let us put together a tour to a nearby historic site or location for your group.

Fort Riley Tours

The Commanding General's

Mounted Color Guard: See first-hand the skills and talents of this elite corps of soldiers. Watch as the soldiers reenact scenes from the Civil War and then tour the stables where these special horses are housed and trained. For more information contact the Public Affairs Office on Fort Riley, 785-239-6727.

U.S. Cavalry Museum: Learn the history of America's Horse Soldier. See a wide array of artifacts and learn about the life of these dedicated, hard-working soldiers and their mounts. For more information contact the Public Affairs Office on Fort Riley, 785-239-6727.

Historic Custer House: Experience the life of a frontier family and see how the elite lived. This original building housed the first officers and their families of Fort Riley. For more information contact the Public Affairs Office on Fort Riley, 785-239-6727.

First Territorial Capital of Kansas: Explore the building where the first legislature of Kansas met. See exhibits that describe their brief stay during the bitter debate on Kansas' statehood. Then head out back for a leisurely stroll along a nature trail that winds along the Kansas River. For more information contact the Public Affairs Office on Fort Riley, 785-239-6727.

Wamego Tours

Columbian Theatre, Museum and

Art Center: Discover one of the best-kept secrets in Kansas. This 19th century opera house is home to six rare murals from the 1893 World's Columbian Exposition. The Swogger Gallery and Gallery North feature works of art from various regional artists. For more information, to schedule a tour, or special event call 785-456-2029.

www.columbiantheatre.com

Oz Museum: "There's no place like home." What words could be more appropriate when describing the Oz Museum? A museum dedicated to all things OZ, it is a treasure trove of delight and wonder that will thrill visitors young and "young at heart". Call toll free 866-458-8686 or visit www.ozmuseum.com to book a tour.

The Dutch Mill and Wamego

Museum: Experience Kansas' only authentic operating stone Dutch Mill and historical museum. Call 785-456-2040.

The Oz Winery: Named to honor the story of Dorthy, Toto, and a yellow brick road, the winery is located in downtown Wamego. The Oz Winery and tasting room also offer a variety of entertainment and bar goods and accessories, mixes, snacks, home-made fudge, plates, glassware and novelty items. The winery is open seven days a week. The wine storage area is visible through glass walls at the rear of the tasting room and on weekends visitors may view the process of wine-making. For more information, call (785) 456-7417. www.ozwinerykansas.com

Site Inspection Checklist

Essential Information

Date of site visit _____

Hotel _____

Address _____

City _____ State _____

Telephone _____

Fax _____

Sales Manager _____

Director of Sales _____

Director of Catering _____

Director of Convention Services _____

General Manager _____

Other important staff _____

CVB staff representative _____

Year property was constructed _____

Last renovation _____

Overall appearance _____

Comments _____

Front Desk

How were we greeted? _____

Number of meeting rooms _____

Number of public phones _____

Number of restrooms _____

Is there a safe or lock boxes? _____

Number of check-in staff _____

Appearance of staff _____

Comments _____

Accommodations

Number of rooms _____

Number of rooms for physically impaired _____

Have ADA requirements been addressed? _____

Is there a complimentary room policy? _____

Guest phone charge policy/cost _____

Long distance _____

Guest wifi charge/policy/cost? _____

Is there a desk with lighting? _____

Condition of bedding and bathrooms _____

Comments _____

Public & Meeting Space

Meeting space lighting controls? _____

Is lighting adequate? _____

Tracks for spot lighting? _____

Meeting space temperature controls? _____

House sound system? _____

Ability to connect into house sound? _____

A/V menu? _____

Wireless Internet? _____ Cost? _____

A/V technician on-site? _____

Air walls? Do they block sound? _____

Computer hook-ups in meeting rooms? _____

Is there a charge? _____

Access for the physically impaired? _____

Stage? What size? Is it sound? _____

Business center? (copying, faxing, etc.) _____

Comments _____

Nearby Food & Beverage Outlets

Name(s) and Hours: _____

Is there an on-site restaurant? _____

Services

Distance from airport _____

Transportation costs _____

Shuttle _____

Optional Meeting Dates

Date 1 _____

Availability of rooms _____

Date 2 _____

Availability of rooms _____

Date 3 _____

Availability of rooms _____

Other Information

Emergency phone number in hotel _____

Nearest hospital or emergency clinic _____

CPR-trained staff? _____

Hotel security staff and procedures _____

Check cashing limit? ID required? _____

Credit cards accepted _____

Laundry service _____

Recreational Facilities

Health club _____

Pool, whirlpool, etc. _____

Costs _____

Facilities Near Property

Shopping _____

Entertainment _____

Attractions _____

Nearby locations for special events _____

Convenience stores and gas stations _____

Facility Evaluations

Strengths _____

Weaknesses _____

Comments _____

Event Planner's Timeline

12–15 Months Out

- Set objectives, meeting/exhibit dates, budget, theme and format.
- Determine who is to attend, including local guests and other VIPs if necessary.
- Create checklists for all meeting segments, assign responsibility and completion dates.
- Select several meeting dates and sites.
- Contact CVBs, hotels/conference center.
- Conduct meeting and lodging site visits.
- Negotiate hotel rates and blocks, sign hotel contract.
- Negotiate transportation costs and availability.
- Assemble exhibitors listing, if necessary.
- Define promotional strategy.

9 Months Out

- Develop logo and graphics theme.
- Produce exhibit floorplan.

7–8 Months Out

- Inform potential attendees of date and place of meeting.
- Refine program and agenda, select topics and invite speakers.
- Determine preliminary food and beverage requirements.
- Negotiate menus and prices.
- Arrange for on-site office and communications needs, including internet provider.
- Determine materials shipping arrangements.

6 Months Out

- Confirm and coordinate speakers and audiovisual needs.
- Begin processing registration forms.

4–5 Months Out

- Confirm audiovisual requirements.
- Assign speaker locations and times.
- Determine meeting room set-ups.
- Finalize session schedule and room assignments.
- Select and contract with audiovisual supplier if not available through meeting facility.

2–3 Months Out

- Adjust budget.
- Finalize food and beverage schedule.
- Determine on-site staff and security needs.
- Order office and communications equipment needed on-site.
- Make signage, copy materials for distribution and order.
- Finalize on-site computer, volunteers, etc. requirements for registration.
- Review processing and billing activity with hotel.

1 Month–6 Weeks Out

- Print conference guide.
- Print workbooks.
- Submit daily schedule to hotel.
- Produce or confirm name tag information with CVB.

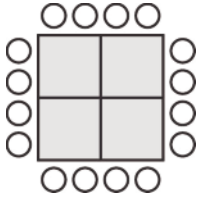
3 Weeks Out–Day of Meeting

- Pack and ship materials to meeting site.
- Set up on-site office, unpack and inventory materials.
- Assemble or confirm count with CVB for welcome packets.
- Finalize food and beverage guarantees. Coordinate with facility any special dietary requests (gluten free, vegetarian, etc.)
- Make pre-event preparations on-site.
- Brief staff on responsibilities.
- Supervise meeting on-site.

Post-meeting

- Pack and inventory materials.
- Reconcile finances.
- Do a post-budget performance review.
- Send thank you notes and/or gifts to key people.

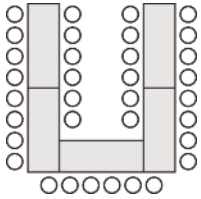
Room Set-up Options



Squares or Rectangles

A table(s) where attendees are seated on all four sides, also known as conference style.

Good for large working space and encouraging dialogue.

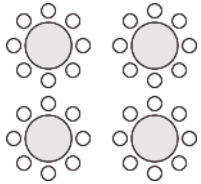


Board Room

U- or V-shapes

Consists of rectangle tables placed to form a “U,” people generally on the exterior.

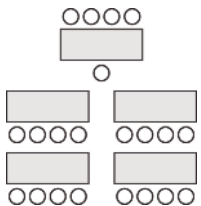
Good for interaction between participants and occasionally used for intimate dinners.



Rounds/Banquet Seating

Good for food and beverage service, ample work space during meetings and local interaction.

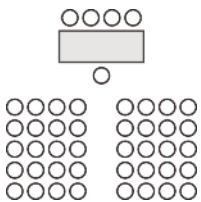
Typically 6, 8 or 10 seats per round.



Classroom

Long narrow tables are placed in front of standard seating in rows facing the speaker or focal point in the room.

Good for accommodating large groups, note-taking and material-viewing and comfortable for long sessions.



Theater

Chairs are lined up in rows facing the speaker or focal point of the room.

Good when reading or writing is not required, maximizing seating and keeping audience close to speaker.

Other Options

A. Chairs in Circle

Good for creating an informal and participatory group, presenting the speaker as a part of the group.

B. T-shapes

Good for small group interaction.

Need “Theme” party ideas?

1920’s

Roarin’ 20’s

1950’s

Poodle skirts, letter sweaters, Rock ‘n’ Roll, vinyl records and juke boxes

1960’s

Flower Power, bell-bottoms, peace symbols and tie-dye

1980’s

Big hair, blue eye shadow, chewing gum, and acid-wash jeans

Arabian Nights

Jewel tones, gold, Moroccan attire, and market items

Army Base

Camouflage, boot camp, face paint, and fireworks after dark

Around the World

Globes, maps, flags, and food themed from all over the world

Beach/Hawaiian Luau

Sunglasses, drink umbrellas, leis, hula skirts, beach towels and sand

Casino Night

Slot machines, cards, poker chips and dice

Carnival

Clowns, cotton candy, roasted peanuts and a ring master

Greece/Rome

Toga’s, ivy grape vines, and lots of draped gossamer fabric

Construction

Orange and yellow, hard hats, traffic cones and caution tape

Kentucky Derby

Big hats, mint juleps, sterling silver and baskets of flowers

Disco

Leisure suites, light up floor, disco ball and lava lamps

Hollywood/Academy Awards

Red carpet, film reels, 3D stars and directors chairs

Game Show

Wheel of Fortune, The Price is Right, Who Wants to be a Millionaire, etc.

Mardi Gras

King Cake, beads, masks, and parade floats

Masquerade Ball

Masks, costumes or “ball” attire

Fiesta

Margaritas, sombreros, maracas and piñatas

Murder Mystery

The real life game of Clue

Pirate

Eye patches, gold, treasure maps and ships

Sports/Tailgate/Pep Rally

Grill, wear your favorite team colors, yard games, and pom poms

Tropical Island

Coconuts, palm trees, tiki bar huts and treasure chests

Under the Sea

Blues, fish, mermaids, and coral

Ho-Down/Western

Cowboy hats and boots, bales of hay, chuck wagon and country music

Glossary

Agent — A person who is acting on the authority of another (the principal).

Amenities — Things that are conducive to material comfort or convenience.

American Plan — A hotel plan whereby the daily rate covers the costs of the room and all meals.

Attrition — Reduction of the room block reserved for a meeting.

Audio Conferencing — Live conference communication using telephone lines; an audio signal can be played into a meeting room.

Banquet — An elaborate, and often ceremonious meal for numerous people.

Bid — A statement of what one will give or take in return for something else (a price); proposal.

Block — An agreed-upon number of guest rooms reserved for members of a group planning to stay at the property.

Booking Policy — Guidelines by which a convention center prioritizes reservations; may correspond to hotel rooms the event will use in the area.

Break-out Session — Small discussion groups that work together on a specific task after the whole group has received similar instruction or information.

Buffet — A meal set out on a table for ready access and informal service.

Business Casual — Style of dress that is less formal than a standard office suit and tie or dress and heels.

Cafeteria Service — Similar to a buffet but food is served by attendants.

Call Brand — Medium-priced brand of alcohol.

Campus Housing — Dormitory or other university sleeping accommodations.

Cancellation Clause — Item in a contract that specifies damages which apply if either party terminates the agreement.

Cancellation Hour — A specific time after which a property may release for sale all unclaimed non-guaranteed reservations, according to property policy.

Cancellation Insurance — Policy secured by a facility or organization to provide compensation for income lost due to the cancellation or an event.

Cancellation Number — A number issued to a guest who properly cancels a reservation, proving that a cancellation was received.

Cancellation Policy — Written statement of actions that can or will be taken in the event of a cancellation due to a specific circumstance.

Cart Service — Foods are prepared tableside, an assembled plate is served by the attendant.

Cash Bar — A private room bar set-up where guests pay for drinks individually.

Commercial Rate — A special rate agreed upon by a company and the property for frequent guests.

Complimentary (Comp) — A term indicating that a room is occupied, but the guest is not charged for its use.

Concierge — Hotel staff member who handles luggage and mail, makes reservations and arranges other matters for guests.

Conference Center — A facility that is constructed for and devoted to meetings (more meeting space than sleeping rooms).

Conference Services Coordinator — Primary contact person assigned to a meeting in a convention center.

Conference Style — Seating arrangement where chairs are placed around all sides of a table.

Confirmation — Verification of the existence of a reservation; informal letter outlining the preliminary plans for the use of a facility or service; this may serve as the contract for small suppliers.

Congress — Act of coming together and meeting; formal meeting of delegates.

Continental Breakfast — Informal breakfast consisting of juice, coffee and pastries or breads.

Contracted Service — Service for which the meeting manager bargains or negotiates a formal contract.

Convention and Visitors Bureau — A not for profit marketing organization representing a community in the solicitation and servicing of all types of visitors to that destination.

Corkage — A charge placed on alcoholic beverages brought into the property but purchased elsewhere.

Covers — The actual number of meals served at a food function.

Crudites — Pieces of raw vegetables served as hors d'oeuvres, often with dip.

Cut-off Date — The designated date when the buyer must release unreserved function or guest room space.

Dais — A raised platform on which the head table is placed.

Damage Clause — Part of a contract dealing with procedures, penalties and rights of the party causing damages.

Day Rate — A special room rate for less than an overnight stay.

Departure Date — The date when a majority of meeting attendees check out of the property.

Double Booking — When two or more groups or individuals are promised the same space over the same time frame.

Double Room — Room shared by two people. May have one bed or two.

Dual Projection — The projection of two images at a time using two separate projectors and two screen.

Duty Roster — List outlining hourly schedules and responsibilities of all meeting staff members.

English Breakfast — A full breakfast menu plus action stations for hot foods made to order.

European Plan — A hotel plan whereby the daily rate covers only the cost of the room (no meals).

Event Planner — A person whose job it is to arrange every aspect of planning and conduction a meeting or event.

Exhibit — An organization's booth at a public show for competition, demonstration, or sale.

Exhibit Manager — Person who oversees the details of the exposition and assists exhibitors.

Exhibit Service Kit — A packet of information regarding exhibit service providers and other information that exhibitors will need to participate fully in an exposition.

Flat Rate — A specific room rate for a group agreed upon by the property and group in advance. (Also called "run-of-the-house rate.")

Flipchart — Paper pad supported on an easel.

Floor or Standing Lectern — A full-size desk that rests on the floor. (Sometimes called a floor podium.)

Floorplan — A scaled drawing showing the arrangement of rooms, halls, etc.

First Right of Refusal — Courtesy a convention center extends to a previously booked party to approve or disapprove a concurrent booking or to save uncontracted space for the previously booked party for program growth.

Force Majeure — Part of a contract that releases both parties from liability in the event that something happens which is out of their control (hurricane, tornado, etc.).

Full American Plan — A hotel plan whereby the daily rate covers the room and three meals.

Full Breakfast — Breakfast menu that includes meats, breads and pastries, eggs, potatoes, cereals, fruit and beverages.

Function — An area of a meeting; an area of meeting planning that involves income or expenses. (Printing, registration, etc.)

General Session — Session that all participants in a meeting attend.

Group History — Facts and figures detailing a group's past events.

Group Rate — Room rate negotiated for booking multiple guests. Usually reflects a percentage reduction from the rack rate.

Guarantee — Final number of guests the meeting manager tells catering to prepare for.

Guaranteed Reservation — Hotel room reservation for which the first night's fee is paid in advance.

Half-round — A semi-circular table.

Head Count — The actual number of persons attending a function.

Head Table — Table reserved for speakers and VIPs.

Headquarter Hotel — One hotel in a multiple hotel meeting where VIPS stay and official functions are held.

Hospitality Suite/Room — Suite or room arranged for the convenience, comfort and socialization of guests often with drinks and snacks available.

Host Bar — A private room bar setup where the sponsor of the event prepays for all drinks.

Housing Bureau — Third-party agency capable of managing the housing process for a meeting.

Housing List — A list of all guests provided by the meeting manager detailing room requirements, special guests, payment method, etc.

Incidentals — Minor expense items that are not usually itemized.

Inclusive — The rate quoted includes tax and gratuity.

Inventory List — A detailed, itemized list of supplies and equipment on hand.

Itinerary — The actual or proposed route and schedule of travel.

Keynote — Opening remarks or a meeting that set the tone of the event and motivate attendees.

Lavaliere Microphone — A small microphone that is clipped onto clothing to allow the speaker to move.

LCD Projector — A device that accepts output from a computer or VCR and projects it onto a screen or wall.

E-8 Planning Tools

Lead — Preliminary meeting profile circulated by a CVB to facilities capable of servicing a meeting; facilities then send information to the meeting manager.

Lectern — An elevated stand for reading materials to be used during a presentation.

Letter of Agreement — From the facility being considered; indicates the space requested and held; negotiations follow.

Limited Consumption Bar — Host establishes the maximum dollar amount to be spent at an open bar, bar is closed or converted to cash when limit is reached.

Local Sponsorship — The practice of enlisting a local organization (or branch) to endorse holding a meeting in that area.

Maitre D' — The headwaiter at a hotel or restaurant.

Management Committee — Committee charged with handling, controlling and directing a business or an event.

Master Billing Account — Centralized record of all charges associated with a meeting.

Media Press Kit — Packet of information that supplied to the media; contains all the details of a meeting that are required to attract media attention and attendees.

Meeting Décor — Flowers, greenery and other decorations intended to enhance the atmosphere and add a theme to the event.

Meeting History — Facts and details concerning previous meetings.

Meeting Profile — A written report outlining statistics of previous meetings, anticipated use of all services, profile of attendees, occupancy pattern, etc.

Meeting Specifications — Preliminary information about a meeting (such as occupancy pattern, function space, food and beverage requirements, etc.) that is circulated by the CVB.

Modified American Plan (MAP) — A hotel plan whereby the daily rate covers the room, breakfast and dinner.

Move-in — Time during which exhibitors may set up their booths.

Move-out — Time during which exhibitors remove their goods from the exposition.

No-show — A confirmed reservation that has not been fulfilled or canceled by the guest.

No-show Report — States the percent of attendees who fail to show up, but did not cancel their reservations.

Non-residential Center — Facilities equipped for meeting, but no sleeping accommodations.

Occupancy Rate — Number of single versus double occupancy rooms used by attendees.

Offer — Space and rent proposal from the facility; may be in the form of a contract or license agreement.

Off-season (Shoulder Season) — Time of year when average business activity is slow.

Off-site Event — Event held somewhere other than the host facility.

Omnidirectional Microphone — Microphone used for studio recording that is designed to pick up sound from all directions.

On-site Registration — Registration that occurs directly before the meeting at the meeting location.

Opaque Projector — Equipment designed to project the image of an opaque object, such as a sheet of paper.

Open Bar — Drinks are paid for by the sponsoring organization.

Overbooking — Accepting reservations that exceed available rooms.

Pick-up — Number of rooms actually used each day of an event.

Plated Buffet — Meal service in which food is preportioned on plates, ready to be taken by guests from a buffet table.

Podium — A raised platform or stage upon which the speaker stands.

Pre-conference (Pre-con) Meeting — A meeting between planner and property department heads to review requirements and details of an event.

Pre- and Post-meeting Tours — Recreational tours scheduled right before or after the meeting to encourage socialization of attendees.

Premium Brand — Most expensive, high-quality brand of alcohol.

Principal — The financially responsible party or sponsor of a meeting or event; one who authorizes an agent to act on their behalf.

Proposal — An offer or bid for goods or services.

Quarter-round — Wedge-shaped table with one rounded edge.

Rack Rate — The current rate charged for each accommodation as established by the property's management.

Refreshment Break — A period between sessions during which coffee or other refreshments are served.

Refund Policy — Official, stated policy by which registration fees will be refunded.

Registration/Welcome Packet — Information concerning the program and local attractions and services given to each registrant.

Request for Proposal (RFP) — Request sent to appropriate facilities for a bid/proposal.

Resort Conference Centers — A conference facility with at least one major amenity.

Room Block — Total number of sleeping rooms reserved for the meeting.

Room Nights — Number of rooms times the number of nights each is used each day of the meeting.

Room Rate — Cost of a hotel room.

Run of the House — Rooms given at random according to availability when the reservations are made.

Service Charge — Amount automatically added to the room rate as a gratuity.

Shuttle Buses — Buses contracted to transport attendees between various meeting facilities.

Signage — All informational and directional signs required for an event.

Single Room — Room for one person with one bed (single, queen or king).

Site Selection — Process by which a location for the event is chosen.

Skirting — Attractive fabric placed around a table to conceal the area underneath.

Slippage — Reduction in the number of rooms used from the original reserved block.

Sound System — Arrangement of microphones, speakers, etc. used to amplify sound.

Speaker A/V Request Form — Form given to speakers during the planning stages of a meeting to allow them to request the audiovisual equipment they will need for their presentations.

Speaker Bureau — Broker or agent for many professional speakers.

Special Block — Small block within the meeting's room block reserved for dignitaries or people with special needs.

Sponsored Childcare Facility — On-site childcare service provided by the meeting/organization.

Table Microphone — Microphone placed on a table for panel members or the head table.

Total Room Nights — Sum of rooms occupied over a specified period.

Unidirectional Microphone — Microphone used for speeches that is designed to pick up sound from only one direction.

Venue — Location of a function.

Videoconferencing — Video images transmitted live from one location to another using satellite links.

Voucher Plan — Hotel plan whereby the daily rate covers the room cost and provides a set amount that can be applied to food and beverage items.

Walking the Guest — Helping a guest with a confirmed reservation to find other accommodations when no rooms are available.

Well Brand — Lowest priced brand of alcohol.

Wireless Microphones — Microphones that operate by transmitting a signal to a receiver.

Suppliers & Services

Manhattan has many options for services and suppliers. The following are in Manhattan, unless otherwise noted.

Bold listings are Manhattan Area Chamber of Commerce members.

Audio/Visual Equipment

CYTEK Media Systems Inc.
126 NW Jackson, Topeka785-295-4200
www.cytekmedia.com

Encore AV
.....702-739-8803
www.encore-us.com

Kansas City Audio-Visual
Kansas City, MO816-333-5300
www.kcav.com

Rent A Center
100 Bluemont Ave785-537-4799

Smith Audio-Visual Inc.
310 SW 6th Ave., Topeka785-235-3481
sales@smithav.com
www.smithav.com

Waters Rental
338 North Seth Child Rd. . . .785-537-1340
contactus03@waterstruevalue.com

Awards, Plaques, Trophies & Engravers

Bear Computer Systems
2311 Tuttle Creek Blvd. . . .785-539-5777
www.bearkan.com

Glass Impressions (glass engraving only)
329 Poyntz Ave.785-539-4610

GTM Sportswear
520 McCall Rd.785-537-8822
customerservice@igtm.com

Pfeifley Jewelers
325 Southwind Pl.785-539-1751
diamond@flinthills.com

Three Rivers Engraving Inc.
109 E. 6th, Junction City785-762-3979

Union Engraving & Metal Photo
K-State Student Union.....785-532-6562

Child Care

Bebe Language Academy Inc
2605 Allison Ave.785-320-7101

Creche
2024 Vanesta Place, Grand Mere Village
.....785-539-7000
www.crechemanhattan.com

College Avenue Early Learning Center
1609 College Ave785-537-3236

Flint Hills Child Care Resources & Referral
Agency785-532-7197

Hope Lutheran Childcare Center
3560 Dempsey Rd785-770-9656

KinderCare Learning Center
1205 Hylton Heights Rd.785-539-7540

K-State Center for Child Development
2101 Claflin Rd.785-537-6043

Manhattan Daycare & Learning Centers, Inc.
121 N. 6th St.785-776-5071
- Douglass Branch
901 Yuma785-539-3688

Manhattan Nanny Services, Inc.
.....785-817-1989
www.manhattannanny.net

Oak Grove School
3115 Dickens Ave.539-7910

S&J Day Care
5704 Anderson Ave.785-537-9383

Seven Dolores Childcare Center
728 Colorado St.785-565-5080

Color Guard

Commanding Generals Mounted Color Guard
.....785-776-8829

Contact the CVB for arrangements

Service Organizations785-776-8829
Contact the CVB for arrangements

Computer Services

Bear Computer Systems
Blue Hills Shopping Center,
2311 Tuttle Creek Blvd. . . .785-539-5777

Networks Plus
317 Houston St.785-587-4121
sales@networksplus.com

Computer Systems & Service
217 S. 4th St785-776-0477

E Z Ware
800 Hayes Dr.785-537-9998

Fox Business Systems
531 Fort Riley Blvd.785-789-4330

Lair Gauche
311 Plymate Ln.785-776-3302

Laser Tech Service
3612 Rocky Ford Ave.785-539-8011

Manhattan Computer Hospital LLC
3003 Anderson Ave, Ste. 1001D
.....785-539-8818

MHK iRepair
718 1/2 N. Manhattan Ave. 785-307-1920

Radio Shack Associate Store
614 Ft. Riley Blvd.785-537-1476

Union Computer Store
K-State Student Union.....785-532-7319

Stasyx Inc.
315 Houston St. Ste. A785-587-9561

Copying & Printing

Able Printing
623 N. Manhattan Ave785-320-2557
abletoprint.com

Ag Press
1531 Yuma St.785-539-7558
agpress@agpress.com

Art Craft Printers
221 N. 4th St. Ste B785-776-9151
orders@artcraftprinter.com

Claflin Books and Copies
103 N 4th St.785-789-4176
claflin@interkan.net

Consolidated Printing, Inc.
319 S. 5th St., Salina800-432-0266

F-2 Suppliers & Services

Copies 4 Less Inc.
2028 Tuttle Creek Blvd.785-537-3131

Copy Kats
1130 WestPort Dr.785-539-6000

Educational Publishers
Leadership Lane785-539-2469
www.masterteacher.com

Sir Speedy
1668 Hayes Dr.785-776-6731
printer@kansas.net

FedEx Office
1329 Anderson Ave.785-537-7340
www.fedex.com

The UPS Store
1228 Westloop Pl.785-537-6071

McCall Pattern Co.
615 McCall Rd.785-776-4041

Procopy Inc.
223 S. 4th St.785-539-5454

Staples
632 Tuttle Creek Blvd.785-770-9200

Union Copy Center
K-State Student Union785-532-6596

The Printery
415 N. 6th St.785-776-7942

Costumes

Rockstar & Rogers
318 Poyntz Ave.785-587-1819

Delivery Services

Deliveries Unlimited
1108 Hostetler Dr.785-537-0373

We Deliver Courier
206 Southwind Pl785-776-5927

Disc Jockeys/ Entertainment

Bob Anderson's Route 66
Road Show785-539-4582

Complete Music
8501 E. Hwy. 24785-539-7111
cmusic@kansas.net
www.completemusickansas.com

www.completemusickansas.com

Dave Lewis Entertainment785-313-0781
davelewis@live.com785-537-4581

Light It Up
8747 William Dr.785-565-8054

Little Apple Amusement
P.O. Box 1933785-313-4647
www.littleappleamusement.com

Little Apple Barbershop Chorus
Manhattan Music Machine(barbershop
entertainment)
Don Thomson785-537-0339

LS Productions785-317-0210
djluis@djluisrocks.com, www.djluisrocks.com

Micha B's Oldies & Country . . .785-587-8033

Zerf - Songs of Kansas Cowboys and Pioneers
.785-565-1566
downerkid@yahoo.com

Event Planning

All About You Event Planning . .785-640-0616

First Choice Events
408 Poyntz Ave.785-341-4823
firstchoiceevent@gmail.com
www.1stchoiceevent.com

Little Apple Events785-317-0730
www.littleappleevents.com

Florists, Party Supplies & Event Rentals

ACME Gift
1227 Moro St.785-539-8899

All About You Events Rentals
.785-640-0616

Confetti & Cashmere Party Supplies
108 N. 3rd St.785-341-4210

Dillons Stores
1000 Westloop Pl.785-539-7421
130 Sarber Ln.785-776-0201

Homestead Floral785-293-5584
8801 University Park Rd.877-293-5584

Hy-Vee
601 3rd Pl.785-587-8670

Kistner's Flowers and Greenhouse
Highway 177 S.785-776-7989

Steve's Floral
302 Poyntz Ave.785-539-6227
.800-752-9105

Supply Event Rentals & Planning
410 Poyntz Ave785-320-5089

Waters Rental
338 N. Seth Child785-537-1340
waterspartywedding.com

Westloop Floral
1130 Westport Dr.785-537-2845
florist@kansas.net800-336-7973

Fitness/Health Clubs

Body First Tennis & Fitness Center
3615 Claflin Rd.785-776-6060

Crossfit 785
2720 Amherst Ave.785-317-3000

CrossFit Nest
2044 Tuttle Creek Blvd

Genesis Health Clubs
3011 Anderson Ave.785-320-5430
457 E Poyntz Ave785-320-7004

K-State Recreation Complex
101 Peters Rec Complex785-532-6980

Maximum Performance
426 McCall Rd785-776-0670

Orange Sky Yoga
227 Blue Earth Place, #201 .785-236-8874

Power Cat Crossfit
426 McCall Rd785-776-0670

Profitfitness
1125 Laramie St.785-539-7095

Wildcat Creek Golf & Fitness
800 Anneberg Cir785-539-7529

Formal Wear

Borck Brothers785-537-8636
331 Southwind Pl.888-642-7848
www.borck-bros.com

Celebrations of the Heart
401 Poyntz Ave.785-587-1830
hearts@flinthills.com

Weisner's Bridal Boutique
314 Poyntz Ave.785-776-6100

Linen Suppliers

AAA Uniform & Linen Supply Co.
Kansas City, MO816-231-5737

All About You Event Rentals ...785-640-0616

AmeriPride Linen and Apparel Services
400 E. 1st, Topeka800-234-0324

Faultless Linen and
Uniform Rental800-676-2373

Manhattan Restaurant Supply
1704 Hayes Dr.785-320-2600
localsupplies@gmail.com

Supply Event Rentals & Planning
410 Poyntz Ave.785-320-5089

Waters Rental
338 N. Seth Child Rd.785-537-1340
contactus@waterspartywedding.com

Local Information

Emergency —
Police, Fire and AmbulanceDial 911

Kansas Highway Patrol316-827-4437

**Manhattan CVB/Manhattan Area
Chamber of Commerce**
501 Poyntz Ave.785-776-8829

Manhattan Fire Department
2000 Denison Ave.785-587-4500

Manhattan Regional Airport
5500 Fort Riley Blvd. Ste. 120
.....785-587-4560

**Manhattan Parks and Recreation
Department**
1101 Fremont785-587-2757

Manhattan Public Library
629 Poyntz Ave.785-776-4741

Pawnee Mental Health Services
2001 Claflin Rd.785-587-4300

Poison Information Control
Center800-332-6633

Riley County Emergency Medical Service
2011 Claflin Rd.785-539-3535

Riley County Police Department
1001 S. Seth Child Rd.785-537-2112

Time and Temperature785-776-3111

To Report Toxic Chemical and
Oil Spills800-424-8802

Tuttle Creek State Park
Tuttle Creek Dam785-539-7941

Via Christi
1823 College Ave.785-776-3322

Visitors Information Line ...800-759-0134

Mailing & Shipping

Dillons Stores
1101 Westloop Pl.785-539-7631
130 Sarber Ln.785-776-9285

FedEx Office
1329 Anderson Ave.785-537-7340
www.fedex.com

Hawley Printing - Sir Speedy
1668 Hayes Dr.785-776-6731

Hy-Vee
601 3rd Place785-587-8609

Manhattan Post Office
500 Leavenworth St.785-776-8851
www.usps.com800-275-8777

Mid-America Office Supplies
328 Poyntz Ave.785-539-8982
maos@mid-americaofficesupplies.com

The UPS Store
1228 Westloop Pl.785-537-6071

Media, Magazines

Grass and Grain
1531 Yuma785-539-7558
agpress@agpress.com

Keynotes for Older Kansans and their Families
437 Houston St.785-776-9294
ncfhaaa@ncfhaaa.com

Manhattan Magazine
609 New Hampshire St., P.O. Box 888,
Lawrence800-578-8748

Powercat Illustrated
1125 Moro785-539-8041
pi@spiritstreet.com

Media, Newspaper

Daily Union
P.O. Box 129, Junction City 785-762-5000

Fort Riley Post
Junction City785-239-8857

Kansas State Collegian
103 Kedzie Hall, KSU785-532-6556
collegian@spub.ksu.edu
www.kstatecollegian.com

Manhattan Free Press
103-C N. 3rd.785-537-8953

The Manhattan Mercury
318 N. 5th St.785-776-2200
news@themercury.com

The Riley Countian
207 S. Broadway, Riley785-485-2290

The Hype Weekly
www.thehypeweekly.com785-289-5280

Wamego Times Newspaper
416 Lincoln St., Wamego, KS
.....785-456-7838

Media, Radio

Eagle Communications
KJCK Powerhits 97.5
122 S. 4th St785-587-0103

EBC Link, Inc.
Flint Hills Radio
KBLS Sunny 102.5 FM, KSAL NewsRadio
1150, KY94 Country, KSAJ Oldies 98.5, The
Buzz 104.9, KABI 1560
5008 Skyway Dr. Suite A ...785-537-3232
lavery@ebclink.com

KHCA-ANGEL 95.3 FM
103 N. 3rd St.785-537-9595
angel95@kansas.net
www.angel95fm.com

K-State Radio Network
Kansas State University785-532-5851
radionetwork@ksu.edu
www.oznet.ksu.edu/kksu/

KSDB-FM
Kansas State University785-532-2971
www.wildcatradio.ksu.edu

Manhattan Broadcasting
KMAN / K-ROCK / B104.7 / KACZ Z96.3
2414 Casement Road785-776-1350
news@1350kman.com

F-4 Suppliers & Services

Media, Television

KSNT-TV
6835 NW Hwy. 24, Topeka .785-582-4000

KTCA TV 49
2121 SW Chelsea, Topeka785-273-4949

WIBW-TV 13785-272-6397
631 SW Commerce Pl, Topeka

Office Supplies

Mid-America Office Supplies
328 Poyntz Ave.785-539-8982

Office Mart
311 Houston785-776-9469

Staples
632 Tuttle Creek Blvd. . . .785-770-9200

Varney's Book Store
623 N. Manhattan Ave. . . .785-539-0511

Cellular & Electronic Services

AT&T
100 Manhattan Town Center 785-587-0846
100 Bluemont Ave.785-539-2003

Radio Shack- Associate Store
614 Fort Riley Blvd.785-537-1476

Sprint
707 Commons Pl.785-537-3500
Manhattan Town Center . . .785-539-8559

T-Mobile
100 Manhattan Town Ctr.785-770-3360
327 Southwind Place785-539-0303

Z Wireless Verizon Premium Retailer, Inc.
319 Southwind Place785-532-8034

US Cellular
322 Southwind Place785-537-4646

Verizon Wireless
100 E Bluemont Ave. Ste H 785-539-9595
711 Commons Place785-537-8034
100 Manhattan Town Center 785-537-6225

Photo Processing

Wal-Mart
102 Bluemont Ave.785-539-1269

Walgreens
325 Bluemont Ave.785-776-9724
2719 Anderson Ave.785-587-8326

Wolfe's Cameras, Camcorders & Computers
614 Fort Riley Blvd785-537-1476
Inside RadioShack

Photography/ Video, Commercial

Allegro Creative
928 1890 Drive, Salina . . .785-479-1633
www.allegrocreative.com

J&C Imaging
404 Poyntz Ave.785-539-3690
www.jcimaging.com

Michael Henry Photography
515 Stonemont Dr.785-210-7280
www.MichaelHenryPhotography.com

Promotions/ Specialty Items

Brown and Bigelow785-539-6677

DK Specialties
863 Highway 15, Hope . . .785-949-2228

N Zone Sportswear
613 Pecan Circle785-776-3234
www.nzsw.com

GTM Sportswear
520 McCall Rd.785-537-8822
customerservice@igtm.com

Walson Ink
610 S. Delaware Ave.785-539-1820

Rental Companies

A to Z Rentals
2165 Westport Dr., Topeka . . .785-277-3442

All About You Event Rentals . . .785-640-0616

All Seasons Party & Tent Rental
Kansas City.....800-475-1444

Customer's Choice Rental & Sales
108 SE 29th St., Topeka785-266-2726

Henry Helgerson Company
601 N. Athenian, Wichita316-943-1851
.....888-713-0524

Kansas Rentals Inc.
5966 SW 29th, Topeka785-272-1232
926 NW Topeka Ave., Topeka .785-233-2222

Lincoln Tent & Awning
Lincoln, NE.....800-567-4559

Rent-A-Center
100 Bluemont Ave.785-537-4799

Scoot Around
www.scootaround.com888-441-7575

Sunflower Rentals Inc.
2010 SW Topeka Blvd, Topeka .785-233-9487

U-Haul Co.
700 S 16th St.785-539-0101
917 N 3rd St785-323-0307
425 Yuma St785-539-3100

Water's Party & Wedding
338 N. Seth Child Rd.785-537-1340

Signs & Banners

Hawley Printing Service - Sir Speedy
1668 Hayes Dr.785-776-6731
printer@kansas.net

JS Sign & Awning
2501 Stagg Hill Rd.785-776-8860
jssign@kansas.net

Katalyst - Sign & Grafix
8821 E. US HWY 24785-320-7633

Schurle Signs, Inc.
Riley785-776-9417
schsign@kansas.net

Thomas Sign Advertising Inc.
1515 Fair Ln.785-537-2010
thomassignadv@kansascable.com

Temporary Employment Agencies

Express Employment Professionals
900 Hayes Dr. Ste D785-776-6700

Manpower Temporary Services
555 Poyntz Ave. #245785-776-1094

Translation Services

Department of Modern Language
Kansas State University785-532-6760

Natalie Smith
Sign Language Interpreter785-776-6636

Transportation, Air

American Airline
www.aa.com800-433-7300

Kansas Air Center
5490 Fort Riley Blvd.785-776-1991

Manhattan Regional Airport
5500 Fort Riley Blvd. #120 .785-587-4560
www.flymhk.com

Transportation, Bus Charter & Rentals

Arrow Stage Lines
225 McCall Road785-232-2500
.....800-243-7476

B&B Busing - Just For Kids Express
2600 Interstate Dr, Junction City
.....785-238-8555

Greyhound Bus Lines
Grandview, Junction City785-238-8675

Junction City Transit785-762-2219

Kincaid Coach Lines Inc.800-998-1901

Light it up Limo Bus785-565-8054

MHK Trolley785-313-2892
.....785-410-6156

Prestige Charter Service Co. ...316-263-9141

Quicksilver Shuttle & Economy Limosine Service
.....800-888-8294
quicksilvershuttle@yahoo.com

Salina Charter Coach785-825-4410

Top Hat Transportation
Hummer & Excursion limos
1126 Laramie785-341-8015
.....877-747-7800

Transportation, Bus Lines

ATA Bus
115 N. 4th Street, Ste. 3785-537-6345

Junction City, Fort Riley, Manhattan
Transportation Co.
301 4th St., Junction City785-762-2219

Transportation, Car Rentals

Enterprise Rent-A-Car Airport
2304 Stagg Hill Rd.785-537-0557
www.enterprise.com800-325-8007

Hertz Rent-A-Car
5500 Ft Riley Blvd785-539-0261
www.hertz.com800-654-3131

Meadowlark Hills
2121 Meadowlark Rd.785-537-4610

Rent For Less
1415 Ft Riley Blvd.785-537-1133

Transportation, Taxi Service

ATA Bus
115 N. 4th Street, Ste. 3785-537-6345

Bell Taxi785-238-6161

Taxi-4-Less785-776-5508

Wildcat Taxi785-477-8808

Travel Agencies

AAA Allied Group Inc.
321 Southwind Road785-776-3131
.....800-579-9470
www.aaa.com

CARE Travel
2725 Rory Rd.785-537-8444

Cruise Planners of the Midwest, LLC
.....785-477-1559
www.cruiseplannersmidwest.com

ITRAVEL800-264-8775

Midway USA Travel Service Inc
714 N. Washington, Junction City
.....785-238-7158

Sports Venues

Count on the Manhattan Area Sports Council, a subsidiary of the Manhattan Convention & Visitors Bureau, to plan your next sporting event.

Multi-Purpose Outdoor Facilities

Wildcat Creek Fun & Fitness

800 Anneberg Circle
Manhattan, KS 66503

785-539-7529 phone, 785-539-2699 fax

Email: Play@WildcatGolf.com

Web page: www.WildcatGolf.com

Contact: Kevin Fateley



Type of Facility: Golf, volleyball, miniature golf, FootGolf

Square Footage: 47 acres

Parking Availability: 177

Concessions: Yes

Security Available: Yes

Scoreboard/Type: No

Media Area: No

Playing Area/Surface: Sand, artificial turf, concrete, grass

Lighting: Yes

Handicap Accessible: Yes

Locker Rooms: No

Showers: Yes (1)

Restrooms: 3 Male, 3 Female

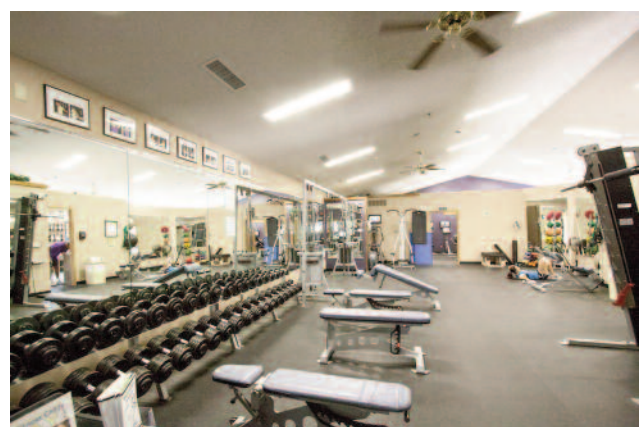
Training Facilities: Batting cages, miniature golf, driving range, golf course

Other Amenities: Fitness Center, FootGolf course

Exhibition Space: No

Public Rental: No

Rates: Call for information



G-2 **Sports Venues**

Anneberg Sports Complex

901 Twin Oak Drive
785-587-2798

Type of Facility:	Softball, baseball, soccer, fishing
Square Footage:	100 acres, 300' fence
Seating Capacity:	2800
Parking Availability:	500
Concessions:	Yes
Security Available:	Yes
Scoreboard/Type:	Yes, Fair Play
Media Area:	Yes
Playing Area/Surface:	Grass, Silt Loam & Clay
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	3 Male, 3 Female
Training Facilities:	No
Other Amenities:	Playground
Exhibition Space:	No
Public Rental:	Yes
Rates:	\$60/day per field plus supervisor and lighting fee \$10.00/hour/field plus field prep and light fee
Fishing Lake	Jerry Dishman Lake



City Park

1101 Fremont Street
785-587-2757

Type of Facility:	Waterpark, baseball, tennis, horseshoe pits, sand volleyball, splash park
Square Footage:	300' 185' fence, horseshoe pits
Seating Capacity:	200 each field
Parking Availability:	150
Concessions:	Yes
Security Available:	
Scoreboard/Type:	Yes, Fair Play (baseball)
Media Area:	No
Playing Area/Surface:	Dirt, grass
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	2 Male, 2 Female
Training Facilities:	No
Other Amenities:	Park setting, playground
Exhibition Space:	No
Public Rental:	Yes
Rates:	Variable



K-State Challenge Course

Kansas State University - Peters Recreation Complex
785-532-6980



E-mail: tredeker@k-state.edu
 Web page: www.recservices.k-state.edu
 Handicap Accessible: Yes
 Restrooms: Yes
 Public Rental: Yes
 Rates: Call for information
 Other Comments: Low-impact activities or high course

**Lud Fiser Youth Sports Complex (CiCo Park)**

3221 Kimball Avenue
785-587-2724

Type of Facility: Softball, baseball
 Square Footage: 350' and 250' fence
 Seating Capacity: 200 each field
 Parking Availability: 200
 Concessions: Yes
 Scoreboard/Type: Yes, Fair Play
 Media Area: No
 Playing Area/Surface: Dirt, grass
 Lighting: Yes
 Handicap Accessible: Yes
 Locker Rooms: No
 Showers: No
 Restrooms: 1 Male, 1 Female
 Training Facilities: No
 Other Amenities: Batting cages
 Exhibition Space: No
 Public Rental: Yes
 Rates: Cost of supervisors and maintenance

**Tuttle Creek State Park & Recreation Area**

5020-B Tuttle Creek Blvd.
 785-539-7941 phone, 785-539-7941 fax (call ahead)
 www.kdwp.state.ks.us/pmforum/tuttlecrk.html



Type of Facility: Multi-purpose outdoor facility: Sailing, water skiing, jet ski, kayaking, rowing, disc golf, hiking, biking, horseback riding, off-road vehicle track, motorbike trails, camping, fishing, swimming, sand volleyball, horseshoe pits, etc.
 Parking Availability: Yes, with state parking permit
 Concessions: Yes, Kansas River Outfitters, 785-537-8300 in the River Pond Area; Big Dawg Marina, 785-776-3113 at Tuttle Cove
 Showers: Yes, in the campgrounds
 Restrooms: Yes
 Public Rental: Yes
 Rate: Negotiable



G-4 **Sports Venues**

Northeast Community Park

680 Knox Lane
785-587-2757

Type of Facility:	Manicured, turf park activities, native prairie grass exhibit, two practice soccer and baseball/softball fields, approx. 2 mi. walking trail. Future plans include two playgrounds, two picnic shelters, a community/nature center, a pedestrian bridge connecting the park and linear trail, and basketball, tennis and volleyball courts.
Square Footage:	79 acres
Concessions:	No
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	Yes
Public Rental:	Yes
Rates:	Variable



Tuttle Creek Shooting Park

6364 Tuttle Creek Blvd.
785-539-4392 or 785-762-5626

Type of Facility:	ATA Trap, skeet shooting, wobble 5-stand
Seating Available:	Yes
Parking Facility:	Yes
Concessions:	Yes
Scoreboard:	No
Media Area:	Yes
Playing Area/Surface:	Grass
Lighting:	Yes
Restrooms:	Yes
Public Rental:	Yes



Baseball Facilities

Eisenhower Baseball Complex

798 Walters Drive

785-587-2716

Type of Facility:	Baseball (3 fields)
Square Footage:	High school varsity field, 375' fence
Seating Capacity:	400
Parking Availability:	100
Concessions:	Yes
Security Available:	
Scoreboard/Type:	Yes, Fair Play
Media Area:	No
Playing Area/Surface:	Grass
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Exhibition Space:	No
Public Rental:	Yes
Rates:	Cost of supervisors and maintenance



Tointon Family Stadium

1800 College Avenue

785-532-6910

Type of Facility:	Baseball
Seating Capacity:	4,200
Parking Availability:	Ample
Concessions:	Yes
Security Available:	Yes
Scoreboard:	Yes; manual
Media Area:	Yes
Playing Area/Surface:	Natural grass
Lighting:	No
Handicap Accessible:	Yes
Locker Rooms:	No
Shower:	No
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Exhibition Space:	No
Public Rental:	Yes
Rates:	Negotiable



G-6 Sports Venues

Griffith Field

620 S. 11th Street
785-587-2722

Type of Facility:	Softball, soccer, football
Square Footage:	200' fence
Seating Capacity:	200
Parking Availability:	75
Concessions:	No
Scoreboard/Type:	Yes, Fair Play (softball)
Media Area:	No
Playing Area/Surface:	Grass and ag lime
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Other Amenities:	Park setting
Exhibition Space:	Yes, outdoors
Public Rental:	Yes
Rates:	Cost of supervisors and maintenance



Northview Baseball Field

513 Tuttle
785-587-2723

Type of Facility:	Baseball
Square Footage:	265' fence
Seating Capacity:	200
Parking Availability:	25
Concessions:	Yes
Security Available:	
Scoreboard/Type:	Yes, Fair Play (baseball)
Media Area:	No
Playing Area/Surface:	Dirt, grass
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Other Amenities:	Park setting
Exhibition Space:	No
Public Rental:	Yes
Rates:	Cost of supervisor and maintenance



Multi-Purpose Indoor/Outdoor Facilities

Body First Tennis & Fitness Center

3615 Claflin Road
Manhattan, KS 66503

785-776-6060 phone, 785-776-6072 fax

Type of Facility:	Tennis/racquetball
Seating Capacity:	30-40
Parking Availability:	Yes
Concessions:	Candy/soda/juice machines
Security Available:	No
Scoreboard/Type:	No
Media Area:	No
Playing Area/Surface:	Hard court (tennis)
Handicap Accessible:	No
Locker Rooms:	1 Male, 1 Female
Showers:	5 Male, 3 Female
Restrooms:	2 Male, 2 Female
Training Facilities:	Weight room with free weight and cardio machine
Other Amenities:	Whirlpool, sauna, massage therapy
Exhibition Space:	No
Public Rental:	Yes, depend on the use
Rates:	Call for information



Bramlage Coliseum

1800 College Avenue

785-532-7600 phone, 785-532-7655 fax

E-mail: Bramlage@ksu.edu

Web page: www.ksu.edu/Bramlage

Type of Facility:	Basketball, wrestling, cheerleading camps
Square Footage:	39,200
Seating Capacity:	14,000
Parking Availability:	5,000
Concessions:	Yes
Security Available:	Yes
Scoreboard:	Yes, multi-sport
Media Area:	Yes
Playing Area/Surface:	Concrete, portable wood basketball floor
Handicap Accessible:	Yes
Locker Rooms:	2 Male, 2 Female
Showers:	Both male and female
Restrooms:	Many
Exhibition Space:	Yes, 34,200 sq. ft.
Public Rental:	Yes
Rate:	Negotiable



G-8 Sports Venues

Chester E. Peters Recreation Complex

Kansas State University

785-532-6980 phone, 785-532-4983 fax

E-mail: recservices@ksu.edu

Web page: recservices.ksu.edu

Type of Facility:	Basketball, volleyball, handball, racquetball, softball, soccer, flag football
Square Footage:	177,000
Parking Availability:	Yes, Fee (Mon.-Fri. 7am-4pm)
Concessions:	No
Scoreboard:	Yes, portable electric
Media Area:	No
Lighting:	Yes, for softball, soccer, flag football
Handicap Accessible:	Yes
Locker Rooms:	Yes, Limited
Restrooms:	Yes — on each level
Training Facilities:	Large variety of weight training and cardiovascular equipment
Exhibition Space:	Yes — in certain areas on a limited basis
Public Rental:	Yes
Rates:	Negotiable



Riley County Fairgrounds

(c/o KSU-Riley County Cooperative Extension Office)

Facilities at CiCo Park

Scheduling at 110 Courthouse Plaza

785-537-6350 phone, 785-537-6353 fax

Type of Facilities:	Rodeo arena and chutes, show barn, livestock holding facilities
Hurlburt Show Arena:	Bleacher seating for 600
Wells Arena:	Bleacher seating for 3,400
Casement and Wreath Barns:	Open-sir livestock holding facilities with 144 5' x 6' stalls and 130 tie-outs



USD 383 Facilities

The Manhattan-Ogden school district has several facilities throughout the area that are available for rent on a **limited basis**. Those interested in renting a facility should contact Helen Petrik, 785-587-2000, for a “facility use request form.” After the principal has confirmed that the building is available for use, the form should be then forwarded to the Superintendent’s Office, 2031 Poyntz Ave., for final approval and billing. Billing will depend on the facility, length of rental, school district staff that must be hired and use of the facility. Space is very limited and gymnasiums fill quickly – please make your requests as soon as a date is decided upon, at least seven days in advance.

All the facilities have gymnasiums. The elementary gymnasiums have little or no spectator seating.

Education Center

Superintendent, 2031 Poyntz Ave., 785-587-2000

Elementary Schools

Amanda Arnold, 1435 Hudson Ave., 785-587-2020

Frank Bergman, 3430 Lombard Dr., 785-587-2865

Lee, 701 Lee St., 785-587-2050

Marlatt, 2715 Hobbs Dr., 785-587-2060

Northview, 300 Griffith Dr., 785-587-2070

Odgen, 210 Elm, Odgen, 785-587-2080

Theodore Roosevelt, 1401 Houston St., 785-587-2090

Woodrow Wilson, 312 Juliette Ave., 785-587-2170

Secondary Schools

MHS (West Campus), 2100 Poyntz Ave., 785-587-2100; two gymnasiums with full courts, spectator seating available for 1,000 in one and 500 in the other

MHS (East Campus), 901 Poyntz Ave., 785-587-2150; spectator seating for about 100

Anthony Middle School, 2501 Browning Ave., 785-587-2890; spectator seating for about 400

Eisenhower Middle School, 800 Walters Dr., 785-587-2880; unmarked soccer or football facilities on site

Multi-Purpose Indoor Facilities

Flint Hills Christian School

3905 Green Valley Road

785-776-2223 phone, 785-776-3016 fax

E-mail: fhschool@kansas.net

Web page: www.flinthillschristianschool.org

Type of Facility: Basketball, volleyball, etc.

Square Footage: 15,000

Seating Capacity: 200

Parking Availability: Yes

Concessions: No

Security Available: No

Scoreboard/Type: Yes, electronic

Media Area: No

Playing Area/Surface: Hardwood floor

Lighting: No

Handicap Accessible: Yes

Locker Rooms: 1 Male, 1 Female

Showers: 1 Male, 1 Female

Restrooms: 2 Male, 2 Female

Training Facilities: No

Other Amenities: Kitchen

Exhibition Space: No

Public Rental: Yes, Christian organizations, community athletic groups, community or family groups

Rates: \$30/first hour, \$15/additional hours, \$7/hour for supervisor



G-10 Sports Venues

Ahearn Gymnasium

Kansas State University

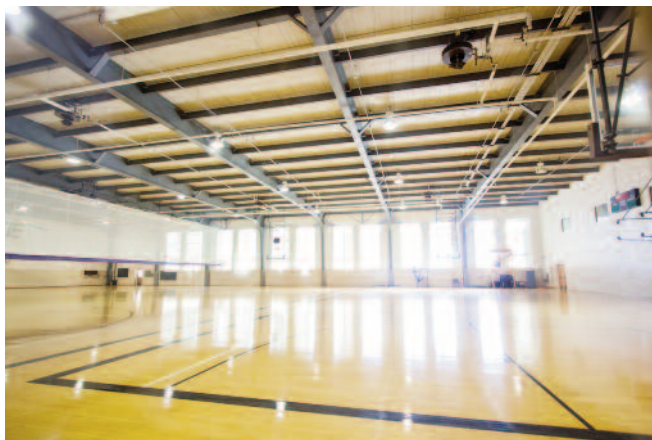
785-532-1718 phone, 785-532-1711 fax

E-mail: loletams@ksu.edu

Type of Facility: Basketball, volleyball
Square Footage: 19,152
Parking Availability: Yes
Concessions: No
Security Available: Yes
Scoreboard/Type: Yes, need Department of Athletics permission

Media Area: Yes, if curtain pulled
Playing Area/Surface: 3 wood basketball courts
Handicap Accessible: No
Locker Rooms: 1 Male, 1 Female
Showers: Yes
Restrooms: Yes
Training Facilities: No
Exhibition Space: No

Public Rental: Only available for activities sponsored through a university-recognized organization or department such as Continuing Education Conference Office or UFM 785-539-8763.



Ahearn Field House

Kansas State University

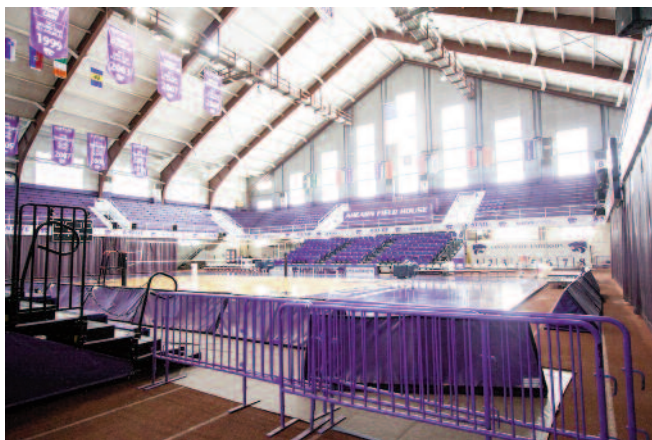
785-532-1718 phone, 785-532-1711 fax

E-mail: Loletams@ksu.edu

Type of Facility: Track and field events, volleyball, martial arts, others
Square Footage: 42,720
Seating Capacity: 5,387
Parking Availability: Yes
Concessions: No
Security Available: Yes
Scoreboard/Type: Yes, with Athletic Department permission

Media Area: Yes
Playing Area/Surface: All-tartan surface
Lighting: Yes
Handicap Accessible: Yes
Locker Rooms: 1 Male, 1 Female
Showers: Yes
Restrooms: Yes
Training Facilities: No
Exhibition Space: No

Public Rental: Only available for activities sponsored through a university-recognized organization or department such as Continuing Education Conference Office or UFM 785-539-8763.



City Auditorium

1101 Poyntz Avenue
785-587-4596

Type of Facility:	Volleyball, basketball
Square Footage:	94' court
Seating Capacity:	200
Parking Availability:	50
Concessions:	No
Scoreboard/Type:	Yes, Fair Play (basketball)
Media Area:	Yes
Playing Area/Surface:	Wood court
Handicap Accessible:	Yes
Locker Rooms:	1 Male, 1 Female
Showers:	1 Male, 1 Female
Restrooms:	2 Male, 2 Female
Training Facilities:	No
Exhibition Space:	Yes, gym floor
Square Footage:	94'
Public Rental:	Yes
Rates:	\$20.00/hour

**Community Building**

120 N. 4th Street
785-587-2757

Type of Facility:	Volleyball, basketball
Square Footage:	74' court
Parking Availability:	30
Concessions:	No
Scoreboard/Type:	No
Media Area:	No
Playing Area/Surface:	Plastic
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	No
Training Facilities:	No
Exhibition Space:	No
Public Rental:	Yes
Rates:	\$20.00/hour



Douglass Community Center

514 S. 9th Street
785-587-2712

Type of Facility:	Basketball
Square Footage:	74' court
Seating Capacity:	No
Parking Availability:	25
Concessions:	No
Security Available:	No
Scoreboard/Type:	No
Media Area:	No
Playing Area/Surface:	Wood court
Lighting:	No
Handicap Accessible:	Yes
Locker Rooms:	1 Male, 1 Female
Showers:	1 Male, 1 Female
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Other Amenities:	Park setting
Exhibition Space:	No
Public Rental:	Yes
Rates:	\$10/day plus supervisor fee



Pools/Aquatic Facilities

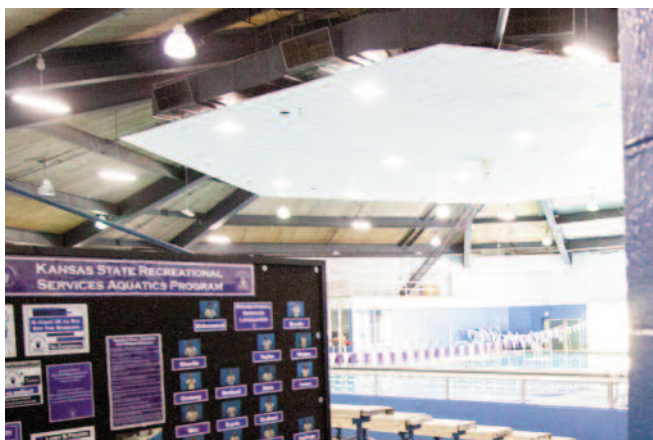
Ahearn Natatorium

Kansas State University
785-532-1718 phone, 785-532-1711 fax
E-mail: loletams@ksu.edu

Type of Facility:	Swimming, diving indoors, diving well
Dimensions:	45' x 75' (therapeutic pool)
Number of Lanes:	6 (therapeutic pool)
Dimensions:	60' x 75' (lap pool)
Number of Lanes:	8 (lap pool)
Dimensions:	60' x 40' (diving well)
Heated:	Yes
Timing Available:	Yes, through permission of Manhattan High School
Scoreboard:	Yes, through permission of Manhattan High School
Lighting:	Yes, all pools
Concessions:	No
Media Area:	No
Locker Rooms:	1 Male, 1 Female
Showers:	Yes
Restrooms:	Yes
Handicap Accessible:	Yes

Public Rental: No, must be sponsored through University-recognized organization or department such as Continuing Education Conference Office or UFM 785-539-8763.

Seating Capacity:	500
Parking Capacity:	Available
Other Amenities:	Handicap lift into 6-lane pool



City Waterpark

City Park - 200 Springboard Lane
785-587-2710, www.cityofmnhk.com

Type of Facility:	Water ParkSwimming outdoors, diving well, wading pool, lazy river, Surf rider
Dimensions:	50 meters
Number of Lanes:	10
Heated:	No
Timing Available:	Yes
Scoreboard:	No
Lighting:	Yes
Concessions:	Yes
Media Area:	No
Locker Rooms:	Yes
Showers:	6 Male, 6 Female
Restrooms:	2 Male, 2 Female
Handicap Accessible:	Yes
Public Rental:	Yes
Parking Capacity:	150
Other Amenities:	Park setting
Other Comments:	Community pool



CiCo Pool

3309 Robinson
785-587-2711, www.cityofmnhk.com

Type of Facility:	Swimming outdoors, diving well, wading pool, lazy river
Dimensions:	25 yards
Number of Lanes:	6
Heated:	No
Timing Available:	No
Scoreboard:	No
Lighting:	No
Concessions:	Yes
Media Area:	No
Locker Rooms:	Yes
Showers:	4 Male, 4 Female
Restrooms:	1 Male, 1 Female
Handicap Accessible:	Yes
Public Rental:	Yes
Parking Capacity:	300
Other Amenities:	Park setting
Other Comments:	Community pool



Northview Waterpark

510 Griffith Dr.
785-587-2713, www.cityofmnhk.com

Type of Facility:	Swimming outdoors, diving well, wading pool, lazy river, slides
Dimensions:	25 yards
Number of Lanes:	3
Heated:	No
Timing Available:	No
Scoreboard:	No
Lighting:	Yes
Concessions:	Yes
Media Area:	No
Locker Rooms:	Yes
Showers:	4 Male, 4 Female
Restrooms:	1 Male, 1 Female
Handicap Accessible:	Yes
Public Rental:	Yes
Parking Capacity:	50
Other Amenities:	Park setting
Other Comments:	Community pool



Golf Courses

Stagg Hill Golf Club

4441 Fort Riley Boulevard
785-539-7680



Number of Holes/Par:	18 Holes, Par 72
Type of Course:	Public
Rating:	71.9, Slope 129
Driving Range:	Yes
Executive Course:	
Lessons Available:	Yes
Cost:	\$29 for individual lessons
On-Site Restaurant:	Snack bar
Price Range:	\$1.50 and up
Clubhouse:	Yes
Locker Facilities:	No
Showers:	No
Restrooms:	1 Male, 1 Female
Handicap Accessible:	Yes
Public Rental:	Yes
Rates:	\$27.50/person for 18 holes, green fee and cart for two
Parking Capacity:	200
Current/Future	Stagg Hill Open, April;
Event Listings:	Aggieville Open, June; Kansas State American Legion Tournament, July; Two-Person Scramble, July; Four-Person Scramble, September
Other Comments:	\$17.75/person for 9 holes, green fee and cart for two



Colbert Hills Golf Course

5200 Colbert Hills Circle

785-776-6475 or 877-916-GOLF

Web page: www.ColbertHills.com



Number of Holes/Par: 18 Championship/ 9 Holes Par 3
 Type of Course: Public course
 Rating: 77.5
 Slope: 152
 Driving Range: Yes
 Executive Course: Yes
 Lessons Available: Yes
 Cost: N/A
 On-Site Restaurant: Yes
 Clubhouse: Yes
 Locker Facilities: No
 Showers: 3 Male, 3 Female
 Restrooms: 3 Male, 3 Female
 Handicap Accessible: Yes
 Public Rental: Yes, some restrictions, please
 Rates: contact manager
 Parking Capacity: 185



Wildcat Creek Fun & Fitness

800 Anneberg Circle

785-539-7529 phone, 785-539-2699 fax

E-mail: Play@WildcatGolfandFitness.com

Web page: www.WildcatGolfandFitness.com



Number of Holes/Par: 9 Hole, Par 30
 Type of Course: Public
 Rating: 100
 Driving Range: Yes
 Lessons Available: Yes
 Cost: Call for information
 On-Site Restaurant: No, do offer sandwiches
 Price Range: \$1.50-\$5.50
 Clubhouse: Yes
 Locker Facilities: No
 Showers: Yes (1)
 Restrooms: 3 Male, 3 Female
 Other Amenities: Lighted driving range, putting green, FootGolf course
 Handicap Accessible: Yes
 Public Rental: Yes
 Rates: Call for information
 Parking Capacity: 177



Bowling Facilities

Little Apple Lanes

515 Richards Drive
Manhattan, KS 66502
785-539-0371 phone, 785-539-2788 fax
E-mail: robertregan4712@yahoo.com

Number of Lanes: 32
Scoring System: Brunswick Classic
ABC Approved/
Sanctioning Body: Yes
Parking Capacity: 200+
Restaurant/Lounge: Snack bar and lounge
Handicap Accessible: Center lounge is not
Restrooms: 2 Male, 2 Female
Other Amenities: Lane 33 features full-time karaoke
Public Rental: Yes - limited
Rates: Variable



K-State Student Union Recreation Center

Kansas State University - 908 K-State Student Union
785-532-6562 phone, 785-532-7303 fax
E-mail: Eddy@union.ksu.edu
Web page: www.union.ksu.edu

Number of Lanes: 16
Scoring System: Heddon
ABC Approved/
Sanctioning Body: Yes
Parking Capacity: 500
Restaurant/Lounge: Subway, food court, Campbell's Soup, Burger King, Taco Bell
Handicap Accessible: Yes
Restrooms: Yes
Other Amenities: Pro shop, game room, party room, big screen TV, hair salon
Public Rental: Yes
Rates: Call for information
Current/Future
Event Listings: Rock'it Bowl (Fri. 10:30pm-1am)
Other Comments: 16 lanes with automatic scorers, 14 billiards pocket tables, game room, Golf simulator



Indoor Ice Rink

Wefald Pavilion

1101 Fremont
785-587-2757

Type of Facility:	Ice Skating Rink
Square Footage:	4800 (60'x 80')
Seating Capacity:	50 spectators, 100 skaters
Parking Availability:	50
Concessions:	Vending
Security Available:	Seasonal staff
Scoreboard/Type:	No
Media Area:	No
Playing Area/Surface:	Ice
Lighting:	Yes
Handicap Accessible:	Yes
Locker Rooms:	No
Showers:	No
Restrooms:	1 Male, 1 Female
Training Facilities:	No
Exhibition Space:	No
Public Rental:	Yes - Open October-March
Rates:	\$30.00/hour
Skate rental:	\$2.00/pair



Zip Line Park

Wildwood Outdoor Adventure Park

375 Johnson Rd.
785-477-9543
www.wildwoodoutdooradventurepark.com

Type of Facility:	Outdoor Zip Line Course
Handicap Accessible:	
Parking Availability:	Yes
Restrooms:	
Public Rental:	Special accommodations can be made for groups of 4 or more with a reservation.
Rates:	\$65.00 per person for 7 Zip Lines and a Free-Fall at the end (Includes 2 double lines - for "racing"); \$45 per person for Lines 1-4; \$25 per person for Lines 1-2



H-2 Notes



Manhattan

Convention & Visitors Bureau *Kansas*

501 Poyntz Avenue • Manhattan, KS 66502
(800) 759-0134

www.visitmanhattanks.org