

Caterer's Regulations:

- All food, dishes, and utensils are not provided by the VEC.
- Dishes must be prepared before the event and ready to serve.
- Red punch may not be used for refreshment. Light colored punches are allowed.
- Chocolate fountains are not allowed.
- No alcohol is allowed.

Decorating Regulations:

- No nails or tape of any kind will be placed on the walls of the VEC.
- Plastic must be placed under live decorative plants.
- All decorations must be approved.
- No confetti, tinsel, glitter, or smoke machines are allowed.
- No open flames of any kind are permitted in the VEC.
- All litter is to be placed in proper receptacles.
- A period of 2 hours is allowed before said time for both catering/decorating purposes.
- The VEC is a smoke-free facility.

Clean-up:

- All garbage will be bagged and deposited in the trash container.
- Exactly 1 hour is allowed after the event for clean-up.

Payment Policy:

Deposit payment of 50% is required upon scheduling, and the remaining 50% is due on the first day of the rental.

A full refund (100%) is given before one hundred and eighty (180) days of booked date. Fifty percent (50%) refund given within one hundred and seventy nine to fourteen (179-14) days before event. No refund is given if cancellation occurs fourteen (14) days before booked event.

One person must be designated the contact person for the event to work with the director of the VEC during the event.

Location:

The Event Room is located in the Visitor-Education Center (VEC) of the Bob Tyler Fish Hatchery at 457 CR 36, Enid, MS. The VEC is conveniently located off I-55 at Exit 233 East.



Planning an Event? Need a great place to celebrate?



Plan your next event at the Bob Tyler Fish Hatchery's Visitor Education Center!

(662) 563-8068
www.mdwfp.com



The Visitor Education Center (VEC) will help you create a memorable experience for any special occasion!

Guests are free to tour the Visitor Education Center, the observation area of the Hatchery, and two 80-foot raceways. The VEC has a 10,000 gallon aquarium featuring many of Mississippi's freshwater fish species, including black and white crappie, bluegill, redear, gar, and largemouth bass. Guests will also have the opportunity to land a monster bass on a virtual sport fishing simulator!

For more details and a Rental Agreement form, please see the front desk, contact the VEC at (662) 563 – 8068, or email Emily-Jo.Wiggins@wfp.ms.gov.

Rental Rates:

8 a.m. – 5 p.m.

2 hours or less:

\$25 – Without Food

\$50 – With Food*

One-half day:

\$50 – Without Food

\$100 – With Food

Full Day:

\$200 – Without Food

\$300 – With Food

After 5 p.m.

2 hours or less:

\$50 – Without Food

\$90 – With Food



*Food is not provided by the VEC. Although all the rates are given for your information, events are typically rented "with food."

Room Rental Extras:

- **Conference tables with chairs** are available for a flexible layout. Tables and chairs are included with rental price.
- **Fish food bags** are available for feeding catfish in the rodeo pond or koi in the raceways. This activity is lots of fun for the whole family! Fish treats are \$1 per bag.
- **Projector and screen for picture slide shows** is available for use. However, laptop with software, such as PowerPoint, is the responsibility of the individual renting the facility.