



Gretna Cultural Center for the Arts



Wedding and Party Rental Information



Full Facility Rental

Building capacity: 350 maximum

Booking Deposit: \$500

Rental hours: 6:00 AM-1:00 AM

Damage/Cleanup Deposit
(refundable): \$250

Rental includes use of chairs,
8' rectangular tables,
and kitchen area.

Base rental rate
(5-hour minimum):
\$250/hour

EXTRAS
Facility Manager (may be
required for weddings):
\$200

(flat rate for 5-hour minimum)

Police Security (if required):
2 officers @ \$104 each = \$208
(flat rate for 4-hour minimum)

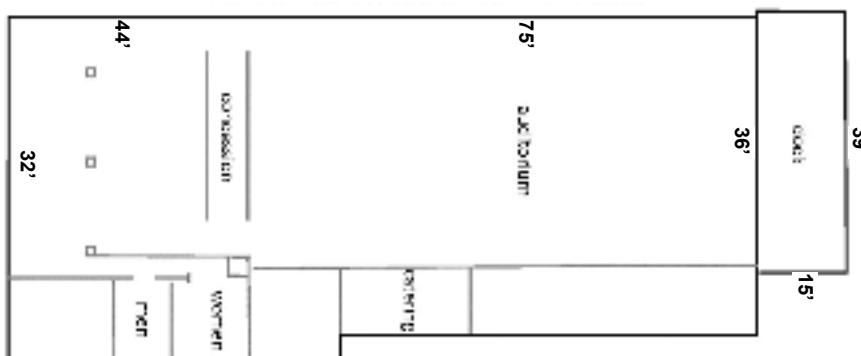
Trolley service to parking lots: \$200
(required for 300
or more guests)



All events require the \$250 damage deposit to be paid separately and a minimum of \$500 to be paid toward your rental within 10 days of the date contract was generated.

All fee balances must be paid in full at least 7 business days prior to rental.

Damage deposits must be picked up within 7 days following your event.





Lobby Rental

Lobby capacity: 80-125 max.

Rental hours: 6:00 AM-1:00 AM

Rental includes use of chairs,
8' rectangular tables, and
concession/ticket area.

Base rental rate
(3-hour minimum): \$500
+\$150/additional hour

Police Security (if required):
\$104/officer
(flat rate for 4-hour minimum)

Booking Deposit: \$150

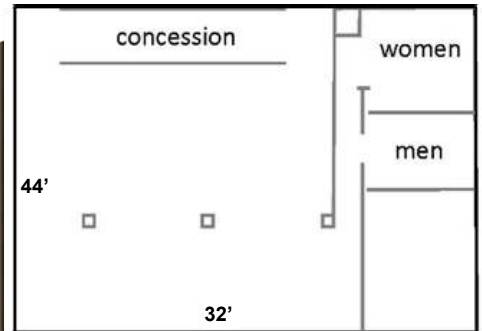
Damage/Cleanup Deposit
(refundable): \$250



All events require the \$250 damage
deposit to be paid separately and a
minimum of \$150 to be paid toward
your rental within 10 days of the
date contract was generated.

**All fee balances must be paid
in full at least 7 business days
prior to rental.**

**Damage deposits must be
picked up within 7 days
following your event.**



History of the Old Post Office



1936

2003



A handsome example of Depression-era architecture, the Gretna Post Office on Huey P. Long Avenue and 4th Street was constructed in 1936, after its relocation from an old building at 619 Second Street. The U.S. Post Office Department renovated and extended the building in 1963, making it more than twice its original size. It served the community until 2003, when the United States Postal Service closed the office and planned to sell the building. In anticipation of preserving and restoring the building as a historic landmark, the City Council approved its purchase by the City of Gretna on October 10, 2006, with financial assistance provided by Jefferson Parish. Exterior restoration was completed in 2008, and all interior renovations needed to convert the building into a cultural center for the arts were finished in 2016.



Gretna Cultural Center for the Arts

Huey P. Long Avenue & 4th Street
Gretna, LA 70053

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Backstage

