

Greer and Lowdermilk Conference Center

Frequently Asked Questions

Q: Do I have to be a firefighter to rent?

A: No, the facility may be rented by the public.

Q: My friend is HFD. Can he rent it for me?

A: HFD can only rent for their immediate family, but you can rent it!

Q: I am a volunteer firefighter. Do I get a discount?

A: Only Members of HFRRF qualify for the discount. These are active and retired Houston Firefighters.

Q: Can HPD receive discounts?

A: Only Members of HFRRF qualify for the discount. These are active and retired Houston Firefighters.

Q: What is the max seating?

A: A banquet with a DJ and dance floor can accommodate 250 comfortably.

Q: When is the deposit refunded?

A: The deposit is refunded, less any late fees and damages, within 30 days following the event

Q: Do I pick up the deposit refund check?

A: No, it is mailed to the person on the contract.

Q: Who gets the refund?

A: The deposit refund check is mailed to the person on the contract.

Q: Do you cater?

A: No. We can provide a list of Houston area vendors, but we are not affiliated with any vendor.

Q: Do you supply Dishes?

A: No, but you can rent them through a local vendor.

Q: Can I split the 12 hours?

A: No, the rental period is for 12 successive hours. You can rent additional time for \$150 per hour, consecutively.

Q: Can I rent a small section for a night or weekend event?

A: We only rent the entire facility as one large room ABC for night and weekend events.

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Q: Can I get a copy of the signed contract?

A: Since it is a legal document, we can only give it to the contracted individual.

Q: What about rehearsals?

A: Most clients do not hold rehearsals at the facility. You would need to rent the facility for a rehearsal date.

Q: Can I decorate night before?

A: Our offices close at 4pm and are not open at night. In addition, the facility would probably not be set up in advance unless you rent the facility for that extra day.

Q: Can we have our ceremony outside?

A: Since the area outside is a Memorial Garden, we are not allowed to hold ceremonies outside. You can have the ceremony in the same room as the reception, though.

Q: Can my vendor pick up their linen/equipment on Monday?

A: No, everything must be picked up before the end of the rental times. We cannot accept liability for supplies/equipment. The facility is generally set up for the next event immediately following your event.

Q: Is there a kitchen and can I use it?

A: Yes, the kitchen is equipped with stainless steel tables, a stove, oven, refrigerator and freezer for your use.

Q: Do you have an ice machine?

A: No, only a freezer - You must supply bags of ice, but you can place them in the freezer.

Q: What do we have to clean up?

A: Our monitor takes the trash out throughout the event and replaces the bags. Please make sure that all trash is placed in the trash cans during the evening and at the end of the event.

Q: Will everything be set up when we arrive?

A: The room will be set up and ready by the start of your rental hours.

Q: What is the latest my party can end?

A: The latest ending guest time is 1pm. At that time, all guests must leave. A few people to include vendors will have the last hour to remove all equipment and personal belongings.

Q: Can I supply my own security?

A: No. Due to liability, a group of officers are scheduled for all Conference Center events. They have been trained in the rules and regulations of HFRRF and our expectations.

Q: How far in advance can I book a date?

A: Events are booked up to 18 months in advance.

Q: Do you accept credit cards for payment?

A: Yes. We take Mastercard and VISA cards.