

Gala Dinner Event Venue Details

Date: **March 15, 2024**

Time: **7:00 PM - 11:00 PM**

Location: **The Grand Ballroom, City Convention Center**

Address: **1234 Main St, Cityville, ST 12345**

Contact Information

Venue Manager: **Jane Doe**

Phone: **(123) 456-7890**

Email: **jane.doe@cityconventioncenter.com**

Key Features

- Seating Capacity: **300 guests**
- Audio/Visual Equipment: **Available upon request**
- Catering Services: **On-site catering options**
- Parking: **Complimentary parking available**

Additional Notes

Please ensure that all decorations and set-up are completed by **5:00 PM** on the event day.