

DEPOSIT AND RENTAL REQUIREMENTS

- 50% deposit is required to secure the date
- Final payment and guest count due 10 days prior to the event date
- Any additional charges incurred during the function are to be paid at the conclusion of the event
- Certificate of Additional Insured due 10 days prior to the event
- \$500 refundable damage deposit required for all events. This deposit is returned within 30 days after the event should no damages occur.

RENTAL RATE INCLUDES

- 12,000 ft² space (1,000 person capacity)
- Load-in beginning at 10:00 am the day of the event, subject to scheduled bookings
- Use of up to 5 full-service bars
- Bartending staff
- Use of existing lighting and sound systems
- Use of furniture in existing room set ups
- Janitorial clean-up before, during and after event

MEZZANINE REQUIRED STAFF

- House Manager
- Lighting Technician
- Sound Technician(s)
- Security (3 guards required minimum)
 - Additional security may be required and is based on the size and type of event

ADDITIONAL STAFF/SERVICES

Available upon request:

- Stage Manager
- Production Manager
- Video Technician
- Disc Jockey
- Coat Check Attendant
- Restroom Attendant
- Décor and Room Design
- Décor and Prop Rental
- Lighting Tech/Rigger
- Follow Spot Operator
- Live Concert Sound/Engineering
- Laser/Video Projector
- Video Tape Recording of Event
- Box Office/Ticket Processing

CAPACITIES

- Stand-up Reception: 100 - 1,000 (main floor and mezzanine level)
- Banquet: 240 on main floor
- Theater: 235 on main floor

BAR

- In-house bar only; no outside beverage service permitted
- Equipped with 25' main bar , 1 mobile, 3 full-service bars

CATERING

- Please see Mezzanine Preferred Caterers list
- Outside licensed caterers permitted pending Mezzanine approval, \$1,000 fee applies

Catering Specifications:

- Load-in on Jessie or Stevenson Street, load-in is street level (no ramps required)
- Approximately 515 ft² prep space
- Please bring a washing station as there is no running water in prep area
- 2 fans in prep area
- 400 AMP 3 phase electrical service in venue
- Outside grills and stoves are permitted with an open flame permit

LIGHTING

Rental rate includes use of existing state-of-the-art lighting.

Lighting Equipment Includes:

- Par 64 cans w/1000 watt bulbs
- 12 front truss, 12 back truss
- Martin MX 10 intelligent fixtures
- Source 4 Leikos (front truss)
- 400 Amp 3 phase electrical service in venue

Main Floor Lighting:

- Coemar iSPOT intelligent fixtures
- SGM Gallileo IV intelligent fixtures
- SGM Flasher strobe fixtures
- DF50 Hazer machine

Blue Lounge Lighting:

- 2 Martin MX intelligent fixtures
- Various par cans and scene lighting

SOUND

Rental rate includes use of existing state-of-the-art sound. All sound is done on premise. Additional work is available by our technicians or subcontracted on a per bid basis.

Sound Equipment Includes:

- 2 Sound System options, depending on your event needs
- 2 Soundboards

Electronic Sound System:

- Custom built FUNKTION-ONE "Res 4" System (imported from UK)

Live Sound System:

- EAW Line Array: KF730 "S.L.A.M." System (small line array module)

DJ Booth:

- Custom made & existing DJ booths
- Booths can accommodate up to 3 turntables, 3 CDJ1000s and a laptop or FX unit

AV/TECH

- DSL – T1 capability and wireless connectivity
- Full video system (projectors, screens, plasmas, etc.)
- Additional A/V equipment pricing available upon request

STAGING

The Main Stage also features a plush Green Room that overlooks the venue, as well as dressing rooms with a full private bath and kitchenette facilities; ideal for VIP and press guests.

Permanent Main Stage:

- 24' – 20' permanent, hardwood corner stage
- Stage height: 42"
- Stage to ceiling height: 13'
- Floor to ceiling height: 16.5'

Mobile Staging:

- 14 – 4' x 4' mobile staging units with varying heights of 6" /24" /30"
- A favored set-up is 8' deep x 20' (or 24') wide in the center of the venue
- Runway configuration also available

VENUE DIMENSIONS (see floor plan PDF)

Main Floor: 6,000 ft² / total occupancy 750

- South Lobby Entrance : 495 ft²
- Catering Space: 515 ft²
- Coat Check: 226 ft²
- Red Room Bar: 182 ft²
- Main Open Floor: 4,800 ft²



RENTAL & VENUE SPECIFICATIONS

Permanent Fixtures:

- Main Stage: 24' x 20' raised 42"
- Main Bar: 23.5' x 8'
- Sound Counsel: 6' x 12' raised 18"

3 Upper Mezzanine Lounges: 2,128 ft²

Ultra Lounge (upper lounge, center room)

Dimensions : approx. 24' x 25' – 580 ft² / occupancy 45

Full Service Bar

Furniture: Fixed seating

Blue Lounge (upper lounge, above main floor)

Dimensions: 24' x 47' – 1,128 ft²

Full Service Bar

Separate Sound System; can also stream in main system

Furniture: Fixed Booths and movable seating

(2) HD Plasma Televisions

(3) SD Plasma televisions

Mid Mezzanine

Dimensions: 16' x 25' – 400 ft² / occupancy 45

Furniture: (1) U-shaped booth

Green Room Mezzanine & Dressing Rooms : 900 ft² / total occupancy 60

Green Room:

Dimensions: 23' x 25' – 470 ft² / occupancy 45

Furniture: (8) 2' suede bar stools, (2) leather couches, (1) steel coffee table, (6) leather cube seats

Dressing Rooms:

Two Dressing Rooms

Dressing Room A Dimensions: 11' – 9" x 16'

Dressing Room B Dimensions: 8' – 8" x 16'

Furniture: (1) black leather couch, (1) steel coffee table, (1) black leather chair, (1) full length mirror, (1) dressing table, (2) suede cube seats (dressing rooms feature identical furniture)

PARKING AND PUBLIC TRANSPORTATION

- City permitted coach bus parking across from the venue on Mint Street
- 2,000 parking spaces available with a ½ block of Mezzanine at Fifth & Mission Garage and public lot on Jessie Street (www.fifthandmission.com)
- Just steps from Powell Street BART, MUNI and cable car stations
- Conveniently close to over 30 transit stops and bus lines from East Bay, Marin, Peninsula
- Valet parking available upon request

**PARTIAL CLIENT LIST &
PAST EVENTS INCLUDE:**

- Apple
- Intel
- Facebook
- Google
- McAfee
- Mac World
- CNET
- AIA Design Awards Gala
- SF Weekly
- AIDS Emergency Fund
- Beats for Boobs/ Breast Cancer Fund
- EA
- Nvidia
- GenArt
- Workday
- Riverbed
- Stubhub
- Vote Solar
- Humane Society
- Sony
- Ideo
- Another Planet
- Bandai Namco
- Turner Sports
- Adroll
- Wells Fargo
- Solar City
- Surfrider Foundation
- Cisco
- Oracle
- Salesforce
- Zuora
- Marvel Comics
- Pandora
- Dropbox
- Kixeye
- Zendesk
- Gensler
- Jawbone
- Weebly
- Nike
- Microsoft
- Converse
- Sparks
- Pricewaterhouse Cooper/Oracle
- CAA
- Bleacher Report
- Breathometer
- Glassdoor