

**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 ft<sup>2</sup> 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 ft<sup>2</sup> 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 ft<sup>2</sup> / total occupancy 750**

- South Lobby Entrance : 495 ft<sup>2</sup>
- Catering Space: 515 ft<sup>2</sup>
- Coat Check: 226 ft<sup>2</sup>
- Red Room Bar: 182 ft<sup>2</sup>
- Main Open Floor: 4,800 ft<sup>2</sup>



## 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 ft<sup>2</sup>

#### **Ultra Lounge** (upper lounge, center room)

Dimensions : approx. 24' x 25' – 580 ft<sup>2</sup> / occupancy 45

Full Service Bar

Furniture: Fixed seating

#### **Blue Lounge** (upper lounge, above main floor)

Dimensions: 24' x 47' – 1,128 ft<sup>2</sup>

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 ft<sup>2</sup> / occupancy 45

Furniture: (1) U-shaped booth

### Green Room Mezzanine & Dressing Rooms : 900 ft<sup>2</sup> / total occupancy 60

#### **Green Room:**

Dimensions: 23' x 25' – 470 ft<sup>2</sup> / 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](http://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