

DEPOSIT AND RENTAL REQUIREMENTS

- 50% deposit is required to secure the date
- Final payment and guest count due 7 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 30 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
- 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
- Sit-down Dinner: 200 on main floor or 260 with mezzanine areas
- Theater: 250 on main floor

BAR

- In-house bar only; no outside beverage service permitted
- Equipped with 25' main bar and 4 mobile 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 is on Stevenson Street, load-in is street level (no ramps required)
- Approximately 515 ft² space 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 (glass enclosed upper lounge):

- 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 DJ booth constructed of steel, wood and rubber
- Booth 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.) per bid
- 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 on website)

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 : 24' x 25' – 580 ft² / occupancy 45

Full Service Bar

Furniture: Fixed seating

Blue Lounge (upper lounge, above main

Dimensions: 24' x 47' – 1,128 ft²

Full Service Bar

Glass enclosed

Separate Sound System; can also stream in main system

Furniture: (8) leather couches, (8) coffee tables and (16) blue cube seats

(2) HD Plasma Televisions available per bid

VIP Lounge

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

Furniture: (2) U-shaped booths and (2) square coffee tables

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

(1) HD Plasma Televisions available per bid

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

HOSTED EVENTS INCLUDE:

- Apple Final Cut Pro 2004, 2005, 2006
- Kanami Gamers Day 2005, 2006
- Ad Drive Melee at the Mezzanine 2006
- Mac World After Dark
- Matrix Reloaded Premiere Party
- IIDA Awards 2005, 2006
- 7x7 Magazine – Academy of Friends Holiday Party
- Lonely Plant – Michael Franti
- CNET Holiday Sit Down Dinner
- AIA Design Awards Gala
- Thievory Corporation
- Goapele in Concert
- SF Weekly Music Awards Nomination Party
- AIDS Emergency Fund's 21st Anniversary Casino Royale Party
- Handspring Treo 600 Product Launch
- GenArt Summer Benefit
- Chemical Brothers
- Cisco Reception
- Play Station Tour – DJ Tiesto
- Beefeater “Wet” Product Launch
- Verve Records Re-mix CD Release
- Counter-Couture Runaway Fashion Show
- Smirnoff Flavored Vodka Product Launch
- Jazz Great Jerry Granelli
- Chicago DVD Release Party
- XLR8R Magazine 10 Year Anniversary Party
- Mos Def in Concert
- Sparks Black & Pink Ball
- PricewaterhouseCoopers/Oracle Conference Reception