



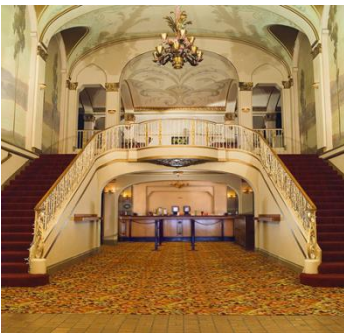
## Venue Sheet & FAQ's

The Fox Theatre is a historical theatre built in 1928. Beautifully restored by a skilled production team, the Fox Theatre offers a luxurious yet intimate setting for any special occasion. With a number of different venues to choose from depending on your needs, you can create the exact experience you want for your guests.



### Our Marquee

- ◆ Our Marquee can be customized for your special event
- ◆ 2 Panels available each with 3 lines, with a max of 28 letters per line
- ◆ Lettering available in black or red



### Our Main Lobby

- ◆ Approximately 3,700 square feet of carpeted space
- ◆ State-of-the-art bar and concession stand perfect for any cocktail hour
- ◆ Wheel chair accessible
- ◆ Men and women's bathrooms



### Our Theatre, Balcony and Stage

- ◆ Capacity of 1348 depending on desired set up
- ◆ Balcony access for up to 516 people with Theatre seating
- ◆ Full hardwood floor stage with state of the art lighting and sound and a fully operating full screen for special presentations
- ◆ In house sound and lights crew to create your vision
- ◆ Open Floor space to create different types of events from Theatre style to a full ball room.

◆ Our standard venue rental is \$5,000; this only includes our theatre venue. Please contact our private events staff to price out your whole event. We offer a full menu of services to complete your event.

## **Frequently Asked Questions**

### **Can I bring my own liquor, beer, wine and/or champagne?**

The Fox Theatre owns and is responsible for the liquor license for the property; we cannot allow guests to bring their own liquor, beer, wine or spirits of any kind.

### **May I bring my own food, linens or other rental items?**

We have an in-house party rental company exclusive to our events. Your event coordinator will work together with you and Blue Water Party Rentals to create your vision within your budget.

### **Are deposits refundable?**

Once you have reserved our services and property for your event, we no longer offer the date or location to other guests. Therefore, we may not resell the date if your event is cancelled, and cannot refund your deposit.

### **What options are available to make our event day especially memorable?**

The Fox Theatre permits each client to provide their own entertainment, florals and space usage. Ask us for a list of preferred vendors for ideas. Tell us your dreams, and we will do our best to make them come true! We have a dedicated team of professional event coordinators to help you plan and execute your special event.

### **What time can we begin decorating the facility for our event?**

We guarantee one hour prior to the contracted event time for any outside deliveries and/or decorations and set-up.

### **Will there be enough parking for all my event guests?**

Yes, we have our own private lot that you may use for your event. There's also plenty of space in the parking structures in downtown.

### **What will the Fox staff wear at my event?**

Our uniforms for the staff are sleek and contemporary.

### **Does the Fox provide an event coordinator?**

An event coordinator can be arranged with one of our preferred vendors, but is not included in the cost estimates unless specifically requested. We do provide an in-house event coordinator for all basic needs.

### **How will guests find my event at the Fox Theatre?**

We can provide reproducible directions to our facility to you. We also provide all of our clients with a detailed list of directions, local hotels, restaurants, attractions and area information.

### **How can I reserve my date?**

To reserve your date please call us at 650-369-7770, we will put a first hold on your date if it's open. Others interested in the same date can put a second date and challenge yours at which point you will have 48 hours to contract your desired date.