



HEIM ROOM

Rental information

Tours of the Heim Room are offered **BY APPOINTMENT ONLY**.
Appointments may be arranged by calling 816.701.7261.

EACH RENTAL INCLUDES

- Boulevard beer and House wine
- Bartending staff
- Audio/visual equipment
- Expansive outdoor terrace
- Table Linens (black)
- Soft drinks and coffee
- Commercial kitchen
- Tables and chairs
- Convenient parking
- Compostable flatware

CAPACITY

- 70 seated (seven 72" round tables with 10 people per table)
- 100 reception-style (minimal seating)

BAR **Yes, the bar is included!**

- Unlimited Boulevard beer and Quirk hard seltzer
- Unlimited house Cabernet and Chardonnay
- Beer and wine glasses provided
- Unlimited Soft drinks and coffee
- Liquor is not permitted; cash bars are not permitted

Bar will close at least 15 minutes prior to the scheduled conclusion of your event.

HOURS AND RATES

<u>Type</u>	<u>Days</u>	<u>Max. Duration</u>	<u>Hours</u>	<u>Fee</u>
Weekday	Monday – Friday	5.5 hours	9:30 am – 3:00 pm	\$2,900
Evening	Sunday – Wednesday	4 hours	3:00 pm – 11:30 pm*	\$3,750
Evening	Thursday	4 hours	3:00 pm – 11:30 pm*	\$3,900
Weekend	Friday	4 hours	3:00 pm – 11:30 pm*	\$5,700

* Maximum four-hour event within these hours

A 3% Service Charge is added to all private rentals

TABLES AND CHAIRS

- 7 tables (72" rounds, will seat up to 10 people each; black linens provided)
- 5 high top tables (36" rounds)
- 2 buffet tables (8' rectangle, black linens provided)
- 70 chairs

AUDIO / VISUAL

The following equipment is available at no additional charge:

- Projector/screen
- Sound system
- Podium/Microphone
- Satellite radio/Pandora
- Projection TV

SET-UP / BREAKDOWN

An event of up to four hours duration may be scheduled within the available hours indicated above. Access for set-up will occur one hour prior to the start of the event, and breakdown and load-out must be completed within one hour of the end of the event.

PARKING

Campus parking is available to all private rental guests.

ROOM RESERVATION / PAYMENTS

Dates are reserved **only** upon execution of a Facility Use Agreement and payment of 50% of all fees. The balance is due in full 60 days prior to your event. Checks, Visa and MasterCard are accepted.

DAMAGE DEPOSIT

Boulevard requires that you authorize charges to a valid credit card in the event of damage.

POLICIES, ETC.

- No refunds for cancelled events (a change of date is considered a cancellation).
- Smoking is prohibited inside the building, and permitted only in designated outdoor areas.
- All rentals, catering equipment, etc., must be removed from the space at the conclusion of the event.
- Boulevard is a Zero Landfill facility. All food and materials brought in must be recyclable or compostable, or arrangements must be made for the removal of non-compliant items at the conclusion of the event. There is no trash receptacle at the facility.

ALL AGES ARE WELCOME AT BOULEVARD PRIVATE EVENTS