



## Rental Basics:

Thank you for considering the Jefferson for your upcoming Private Event. The theater has been a really unique space for wedding receptions, cocktail parties, fundraising concerts, church services and educational programs. Below you will find the basics about pricing and policies for the space, but please do not hesitate to reach out with questions.

### Rental Rates:

The Friday/Saturday night rental rate is \$4000 and our Thursday-Sunday night rental rate is \$3000. There is a Non-Profit rate we are happy to extend to qualified organizations, so please reach out to Collean for more details.

### When you rent the Jefferson, you get:

- Use of the building for the day—including balconies, bars, auditorium and lobby. No time limits.
- Full use of our top-of-the-line house sound/lights system as well as some time with our Production Manager to set lighting scenes, work with your DJ and more.
- On-site Event Coordinator to make sure everything goes as planned including logistics and timing for the full day.
- You'll also receive 2 security staff and 2 bar tenders to make sure your event goes off without a hitch.
- We also have a few assets you are welcome to use at no additional costs:
  - 300 chairs—black, metal, leather seating pad.
  - Four 6 foot rectangle tables, Two 8 foot rectangle tables, Two 4 foot rounds and Two 6 foot rounds
  - Seven high-top cocktail tables

### Catering Options:

We do have 2 preferred caterers:

- Harvest Moon: <http://www.hmcatering.com>
- C & O Catering: <http://www.candorestaurant.com>

*Both of these companies can provide tables, linens, wait staff, etc.*

We would love to show you around the space and hear the details for your event.

Please get in touch to set up an appointment: [rentals@jeffersontheater.com](mailto:rentals@jeffersontheater.com) or 434-245-4917.