



# Venue Rentals

Starlight  
EVENTS







# COHEN COMMUNITY STAGE HOUSE - \$10,000

**CAPACITY | 500-1000**

**12-HOUR RENTAL**

## Included

- ◆ Up to 6 hours of guests on site
- ◆ Up to 25 72" round tables
- ◆ Up to 500 banquet chairs
- ◆ Up to a 16'x24' stage
- ◆ Basic house sound system
- ◆ Up to four (4) wireless hand-held mics
- ◆ Patch to house sound (cable to self-contained DJ, self-mixed band, or house music)
- ◆ Basic house lighting (ambient room light, stage wash, podium wash)
- ◆ Twinkle lights from ceiling
- ◆ Up to twelve (12) 6'x35' white panels (3 west wall, 3 east wall, 5 south wall)
- ◆ Use of dressing rooms (including 2 private restrooms and 2 chorus dressing room)
- ◆ Green room access for caterers or performers
- ◆ Two (2) techs on site
- ◆ Basic Event Staffing \*Starlight reserves the right to require additional staffing at additional cost based the needs and nature of the event

## Add-ons

- ◆ Custom Lighting Package
- ◆ Video Package: screen/projector package (up to two screens, up to two projectors, one tech)
- ◆ Premium A/V Package: IMAG, live streaming, recording of event
- ◆ Custom Audio Package
- ◆ Additional screens/projectors
- ◆ Additional video techs
- ◆ Additional mics
- ◆ Additional podiums
- ◆ Open mega door
- ◆ Digital signage



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**APPLAUSE CLUB + PATIO - \$1,500** with a \$500 food and beverage minimum

**CAPACITY | 240-400**

**6-HOUR RENTAL**

## Included

- ◆ Up to 4 hours of guests on site
- ◆ Tables and chairs
- ◆ Patio furniture
- ◆ In-house sound system
- ◆ Up to two (2) wireless hand-held mics
- ◆ Customizable lighting
- ◆ Four (4) TV screens
- ◆ Four (4) garage doors for indoor/outdoor access
- ◆ Podium
- ◆ Basic Event Staffing

\*Starlight reserves the right to require additional staffing at additional cost based the needs and nature of the event

## Add-ons

- ◆ Patio heaters
- ◆ A/V Package:
  - ◆ One (1) stationary projection screen (120" or 132")
  - ◆ One (1) a/v technician
  - ◆ Additional screens/projectors
  - ◆ Laptop hookup
  - ◆ Recording of event
  - ◆ Custom Stage
  - ◆ Podium
  - ◆ TV

## ◆ Outdoor A/V Package:

- ◆ Custom Stage
- ◆ Basic speaker system
- ◆ Two (2) wireless hand-held mics

**APPLAUSE CLUB - \$1,000** with a \$500 food and beverage minimum

**CAPACITY | 300**

**6-HOUR RENTAL**

## Included

- ◆ Up to 4 hours of guests on site
  - ◆ Tables and chairs
  - ◆ In-house sound system
  - ◆ Up to two (2) wireless hand-held mics
  - ◆ Customizable lighting
  - ◆ Four (4) wall-mounted 72" TV's
  - ◆ Podium
  - ◆ Basic Event Staffing
- \*Starlight reserves the right to require additional staffing at additional cost based the needs and nature of the event

## Add-ons

- ◆ A/V Package:
  - ◆ One (1) stationary projection screen (120" or 132")
  - ◆ One (1) a/v technician
  - ◆ Additional screens/projectors
  - ◆ Laptop hookup
  - ◆ Recording of event
  - ◆ Custom Stage
  - ◆ TV





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## APPLAUSE CLUB PATIO \$500 WITH A \$500 FOOD AND BEVERAGE MINIMUM

CAPACITY | 150

6-HOUR RENTAL

### Included

- ◆ Up to 4 hours of guests on site
- ◆ Outdoor seating
- ◆ Podium

### Add-ons

- ◆ Patio heaters
- ◆ Patio furniture
- ◆ Outdoor A/V Package:
  - ◆ Custom Stage
  - ◆ Basic speaker system
  - ◆ Two (2) wireless hand-held mics

## BERGER REHEARSAL HALL - \$500 with a \$500 food and beverage minimum

CAPACITY | 100–125

6-HOUR RENTAL

### Included

- ◆ Up to 4 hours of guests on site
- ◆ Tables and chairs
- ◆ 72" TV's
- ◆ Basic speaker set up
- ◆ Up to two (2) wireless hand-held mics
- ◆ One (1) tech
- ◆ Podium
- ◆ Basic Event Staffing \*Starlight reserves the right to require additional staffing at additional cost based the needs and nature of the event

### Add-ons

- ◆ Black pipe & drape around the perimeter of the room
- ◆ A/V Package:
  - ◆ One (1) stationary projection screen (120" or 132")
  - ◆ One (1) a/v technician
  - ◆ Additional screens/projectors
  - ◆ Laptop hookup
  - ◆ Recording of event
  - ◆ Custom Stage
  - ◆ TV



## STEADMAN ROOM - \$250

CAPACITY | 30-75

8-HOUR RENTAL

### Included

- ◆ Up to 6 hours of guests on site
- ◆ Tables and chairs
- ◆ TV with internet access
- ◆ Ability to play music
- ◆ Balcony access with outdoor seating

### Add-ons

- ◆ Mic rental
- ◆ Use of speaker system

## OVATION - \$250

CAPACITY | 75

4-HOUR RENTAL

### Included

- ◆ Up to 2 hours of guests on site
- ◆ Casual lounge seating
- ◆ Indoor/outdoor seating
- ◆ Built in bar
- ◆ Podium

### Add-ons

- ◆ Patio heaters
- ◆ A/V Package:
  - ◆ Basic speaker system
  - ◆ Two (2) wireless hand-held mics
  - ◆ One (1) a/v tech

## ENCORE DECK PRIVATE SECTION - \$500

CAPACITY | 100

4-HOUR RENTAL

### Included

- ◆ Up to 2 hours of guests on site
- ◆ Outdoor seating



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## NORTH PAVILION EAST - \$500

CAPACITY | 150-200

6-HOUR RENTAL

### Included

- ◆ Up to 4 hours of guests on site
- ◆ Outdoor cocktail tables and chairs

## NORTH PAVILION WEST - \$500

CAPACITY | 150-200

6-HOUR RENTAL

### Included

- ◆ Up to 4 hours of guests on site
- ◆ Outdoor cocktail tables and chairs
- ◆ Podium

### Add-ons

- ◆ Outdoor A/V Package:
  - ◆ Custom Stage
  - ◆ Basic speaker system
  - ◆ Two (2) wireless hand-held mics
  - ◆ One (1) a/v tech
  - ◆ Laptop hookup

## NORTH LAWN - \$1,000

FOR MORE INFORMATION ON THIS SPACE CONTACT ANNA GICINTO AT [ANNA.GICINTO@KCSTARLIGHT.COM](mailto:ANNA.GICINTO@KCSTARLIGHT.COM).





# Starlight | Event Policies

EVENTS

**Rental Access:** You may access the venue for load-in beginning at 8:00 a.m. on event day. Your event time (during which guests are on-site) may run a maximum of 6 hours based on staffing included in the Basic Starlight Private Event Rental Package. Events must end no later than 11:59 p.m.

Event time (during which guests are on-site) may be extended beyond 6 hours or past 11:59 p.m. in full hour increments at the rate of \$250 per hour with advance notice and related contracting (or \$500 per hour if added on event day).

Load-out must be completed within 2 hours of guests' departure/event conclusion unless otherwise approved. A \$500 clean-up fee will be assessed for any items left beyond 10:00 a.m. the next business day following the event date.

**Deposit and Service Fee:** A non-refundable deposit of 50% of your rental fee is required upon signing the Facility Use Agreement to reserve the venue for your event date. No event date is considered reserved until the deposit is paid in full. A service charge is applied to all items excluding tax.

**Confirmation of Event Details:** All menu selections and final details must be confirmed ten (10) business days prior to your event date.

**Confirmation of Attendance:** Confirmation of guest count must be guaranteed ten (10) business days prior to your event. In the event that a guarantee is not received, the estimated guest count will be accepted as the guarantee.

**Vendors:** Private Events at Starlight utilize exclusive vendors who have extensive knowledge of the venue, its operations, staffing, training and processes, which enables them to operate seamlessly during events. These providers are proven entities which will ensure the success of your event. Starlight Event Services will facilitate all orders with Marquee Event Rental (additional tables and chairs, linens, etc.), Hats Off to You (coat check services).

Any vendors outside of those specifically listed above must be approved by Starlight Event Services and may be required to meet specific guidelines and insurance requirements set forth by Starlight through a Vendor Agreement. A copy of the Starlight Vendor Agreement is available upon request.

**Parking:** Private event guests park for free in the Zebra Lot on the East Side of the Starlight Theatre campus. Depending on the event guests enter either Gate 7 or Gate 8

**Food and Beverage:** Our in-house catering partner would love to create a bountiful spread sure to delight all of your guests. We can provide boxed lunches, snack breaks, lunch buffets, dinner buffets, and appetizer buffets.

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## Our Preferred Caterers

Legends Hospitality – Contact your Starlight Event Manager

Olive Events – (913) 721-3399

Brancato's Catering – (816) 765-4707

Lon Lane's Inspired Occasions – (816) 444-8372

The Blue Pot – (816) 916-0169

Carmen's Café – (816) 333-4048

Jack Stack BBQ – (913) 356-5701

**Outside Catering:** If you choose not to use one of our preferred caterers, additional fees will apply. Your caterer must meet specific guidelines and insurance requirements set forth by Starlight via a Catering Vendor Agreement (copy available upon request). Starlight highly recommends that clients elect to use a pre-approved caterer, which has submitted proper paperwork and has knowledge of working in a unique space like Starlight Theatre.

If clients elect to pursue an outside caterer, the selected caterer is required to complete a Catering Vendor Agreement to provide services at Starlight and meet all associated requirements. Clients are responsible for soliciting completion of all required documents, including Catering Vendor Agreement, Certificates of Insurance at the requested limits, ensuring Caterer's compliance with insurance, KCMO licensing, food handling liability, and other items outlined in the Catering Vendor Agreement.

The Caterer is responsible for (per event needs) the following, but not limited to: linens for buffet tables, china rentals, utensils, water goblets for plated meals, wine glasses for place-setting table wine only, uniformed staff for food service and busing throughout the entire event time.

**Alcohol:** Starlight has a Missouri liquor license. Bar packages range from \$16-29 per person. Signature drinks and custom packages are available upon request. For more information regarding bar packages please contact your event manager at 816-997-1158.

Donated beer and wine is allowed but only if your bars are hosted (provided to guests at no additional cost). In accordance with Regulated Industries, donated product may not be utilized at cash bars. No hard alcohol donations are allowed. There is a corkage fee associated with donated beer and wine. The service of donated product must be approved and agreed upon by your Event Services Manager. Specific exceptions may apply.