

The HUXLEY

Private Event Cost Sheet

Room Rental Fees:

The Ballroom: \$5,000

The Library: \$3,000

Staffing Fee: \$500 for one room, \$1,000 for entire venue

Open Bar Options:

- Premium Open bar= \$25 per person per hour
(Top Shelf Liquor includes Grey Goose, Hendrick's, Maker's Mark, Patron, etc)
- Call Open Bar = \$20 per person per hour
(Call level liquor includes Absolut, Jack Daniel's, Jim Beam, Tanqueray, etc)

**Both of these options include all wine, beer, house champagne, and cordials.

Catering Options:

- Stationary hors d'oeuvres for 150: \$1,500
- Passed hors d'oeuvres for 150: \$2,000
- Both stationary and passed for 150: \$3,000

Additional Options:

- AV/Tech - pricing dependent on needs:
 - Basic AV (Logo/presentation on TVs) = \$300 for entire event
 - Advanced AV (TVs Looped to sound system, includes basic, etc) = \$80 per hour, minimum 4 hours
- Photographer = \$500 for entire event (Includes 100+ images that will be edited for you and sent to you after the event via zip file, Huxley logo branding on all photos)
- Social Media = \$200
 - Gallery of images (as selected by The Huxley team) on The Huxley Web site
 - Gallery of images (as selected by The Huxley team) to be posted on all of The Huxley's social media: Facebook, Twitter, Google Plus, Flickr, Instagram, and Tumblr
 - Dedicated pre-event posting on The Huxley blog
 - Dedicated post event re-cap article on The Huxley blog with links to you/your organization's Web site
- DJ = \$500 for entire event
- Photo Booth = \$650 (All guests receive their own photo strip and you will receive a digital copy of all pictures)
- Flyer/Invitation Design = \$100
- Specialty cakes = \$300-\$400
- Valet = \$150 flat fee, and additional \$20 per car