

THE LUXE EVENT BOUTIQUE

9506 N Sam Houston Parkway E, Suite 250 | Humble TX 77396
Hours of Operation: Tuesday - Friday 12:30 pm – 5:00 pm
281.416.0300

email: info@theluxeeventboutique.com  

2017 BUSINESS INFORMATION

- \$265.00 refundable (\$15 non-refundable), (cash discount \$250.00) damage deposit due 30 days prior to your event
- Room rental payment will be split into 2 installment payments if event is less than 6 months away or 4 installment payments if more than 6 months away
- First rental payment due at the time of booking and is non-refundable, final payment due two weeks before event
- Forms of payment accepted: cash, money order, cashier's check, personal check (except final payment), debit/credit cards

Capacity:

165 Reception-style with dance area

200 Reception-style without dance area or Theater-style

300 Cocktail-style (up to 6 guest tables)

- Ballroom Dimensions: approx. 2,900 sq ft (50 ft wide x 58 ft deep), 12 ft drop ceiling
- Security – scheduled from guest arrival time to end of rental time
 - Alcohol packages will include bartender and 2nd security officer

***When determining how much time you will need for your event, please take into consideration set up and breakdown time**

DAYTIME RENTAL RATES (END BY 4:30 PM)

5% off rates below if paid with cash (or check)

July/August deduct 10%, December Rates add 10%, Holidays add 25%

	<u>3-HOUR</u>	<u>4-HOUR</u>	<u>5-HOUR</u>
MON - FRI	\$375.00	\$475.00	\$575.00
SAT & SUN	-	\$750.00	\$875.00

~ ~ Additional hour Mon-Fri \$100.00 per hour / Sat-Sun \$125.00 per hour ~

EVENING RENTAL RATES (5:00 PM - 2:00 AM)

5% off rates below if paid with cash (or check)

July/August deduct 10%, December Rates add 10%, Holidays add 25%

	<u>4-HOUR</u>	<u>5-HOUR</u>	<u>6-HOUR</u>	<u>7-HOUR</u>
MON - WED	\$625.00	\$775.00	\$925.00	\$1,075.00
THU, FRI, SUN	-	\$975.00	\$1,150.00	\$1,325.00
SATURDAY	-	-	\$1,650.00	\$1,825.00

~ Additional hour \$150.00 per hour Mon-Wed / \$175.00 per hour Thurs-Sun ~

Recurrent Meetings (cannot be combined with any other discounts except cash discount)

- 3 - 5 meetings, requires a contract with all the dates included: Take 5% off
- 6 -11 meetings, requires a contract with all the dates included: Take 10% off
- 12 + meetings, requires a contract with all the dates included: Take 15% off
- Weekly (such as church service), requires a contract with all the dates included: Take 20% off (6 months or more)

Prices INCLUDES EVERYTHING you need for your business meeting!

- **Guest tables WITH white or black tablecloth**
- **Silver Chiavari Chair** with white cushion
- **LCD Projector/Screen**
- **Lectern**
- **Cordless Microphone**
- **Three (3) Specialty Tables** (food, sign-in, etc) with choice of black or white linen