

# The Details.

## SHELDON CONCERT HALL

### RENTAL FEE

Monday through Thursday . . . . . \$1,800

Friday through Sunday . . . . . \$2,500

### RENTAL INCLUDES

- Use of the Sheldon Concert Hall for four (4) hours
- Green Room for artist hospitality
- Security in main lobbies for four (4) hours
- Facility Manager for four (4) hours
- House Manager & Ushers, by advance request, based upon availability

### ADDITIONAL SERVICES

- Advanced Technical Services  
Minimum 4-hour charge, per call . . . . . \$60/hour\*
- Box Office Personnel . . . . . \$100 per person/evening
- Merchandise Salesperson . . . . . \$25 per person/evening  
*All merchandise sales subject to 15% commission.*
- Coatroom Attendant(s)  
*Per attendant, per evening, tipping allowed. . . . . \$50*  
*Per attendant, per evening, no tipping . . . . . \$75*
- After-Hours Rehearsal/Set-Up  
Minimum 4-hour charge, per call . . . . . \$150/hour
- Greenroom Security. . . . . fee dependent on artist schedule

Discounts available for Non-Profit Organizations.  
*Must provide a letter of tax exemption to The Sheldon.*  
 Please contact rental department for more information.

## KEMPER ATRIUM AND SHELDON ART GALLERIES

### RENTAL FEE

Any day . . . . . \$350/hour, 2-hour minimum

### RENTAL INCLUDES:

- Security in Emerson Center building
- Facility Manager, Gallery Ushers & Guest Coat Room

No discount available for Non-Profit Organizations.

*\* Overtime fees apply after 8 hours/tech*

## The Details.

### THE SHELDON BALLROOM

Includes up to 25 tables, with 8 to 10 chairs per 66" round table.

Monday through Thursday . . . . . \$1,400\*

Friday through Sunday . . . . . \$2,000\*

0-200 guests with food stations and dance floor

0-250 guests with seated dinner and dance floor

0-300 guests for standing cocktail reception

### LOUIS SPIERING ROOM

Includes up to 50 tables, with 8 to 10 chairs per 66" round table.

Monday through Sunday

0-250 guests . . . . . \$1,800\*

250-350 guests . . . . . \$2,000\*

350-500 guests . . . . . \$3,000\*

#### RENTAL FEE FOR BOTH OF THE ABOVE INCLUDES:

- Use of The Sheldon space for four (4) hours
- Facility Manager for four (4) hours
- Security in main lobbies for four (4) hours

#### ADDITIONAL SERVICES

- Advanced Technical Services  
4-hour minimum, per call . . . . . \$60/hour\*\*
- Coatroom Attendant(s)  
*Per attendant, per evening, tipping allowed. . . . . \$50*  
*Per attendant, per evening, no tipping . . . . . \$75*
- After-Hours Rehearsal/Set-Up . . . . . \$150/hour  
4-hour minimum, per call

Discounts available for Non-Profit Organizations.  
*Must provide a letter of tax exemption to The Sheldon.*  
Please contact rental department for more information.

*\*Additional \$750 fee will apply if no beverage service optioned*

*\*\* Overtime fees apply after 8 hours/tech*

## Sheldon Preferred Caterers.

### CATERING SERVICE AT THE SHELDON

For convenience and flexibility, The Sheldon allows any licensed Missouri catering firm to provide food and service for events. All caterers must show proof of liability insurance, workman's compensation for servers, and state business license. The Sheldon has a preferred list of caterers. If you choose a caterer not on the preferred list we will ask their representative to meet with us and provide copies of the above documentation.

A \$5.00 per person catering fee is added to all contracts which do not utilize a caterer from The Sheldon preferred catering list.

**Call any of the seven preferred caterers listed, and they will be happy to help plan your event.**

HENDRI'S CATERING  
4501 Ridgewood Avenue  
St. Louis, MO 63116  
314.752.4084  
[www.hendris.com](http://www.hendris.com)

RUSSO'S GOURMET CATERING  
9904 Page Avenue  
St. Louis, MO 63132  
314.427.6771  
[www.russosgourmet.com](http://www.russosgourmet.com)

THE SOCIAL AFFAIR LLC  
2232 Thurman Avenue  
St Louis, MO 63110  
314.735.5527  
[www.thesocialaffairstl.com](http://www.thesocialaffairstl.com)

ORLANDO'S  
4300 Hoffmeister  
St. Louis, MO 63125  
314.638.6660  
[www.orlandogardens.com](http://www.orlandogardens.com)

CONCETTA'S CATERING  
600 S. 5th Street  
St. Charles, MO 63301  
636.946.2468  
[www.concettas-stcharles.com](http://www.concettas-stcharles.com)

LA CHEF  
7169 Manchester Road  
St. Louis, MO 63143  
314.647.5350  
[www.lachef.com](http://www.lachef.com)

BUTLER'S PANTRY  
1414 Park Avenue  
St Louis, MO 63104  
314.664.7680  
[www.butlerspantry.com](http://www.butlerspantry.com)

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The Sheldon believes in a great customer experience. To ensure this happens for your events, Premier Rentals, The Sheldon's exclusive rental vendor, can help you with all of your and your caterer's needs. Please contact The Sheldon's Director of Events for more information on arranging your own rentals through Premier.

## Sheldon Beverage Service.

*The Sheldon offers you and your guests the finest in specialty, imported, and premium beverages for every event.*

Whether you choose a Premium Bar, House, Domestic Bar Package or our Cash Bar Service, your guests will experience exemplary service and refreshing drinks. *An 18% Service is added to all Beverage Service Fees. If no tip jar, automatic \$100 tip per bartender will be added to contract.*

- Non-Alcoholic Open Bar: Minors only, unless otherwise agreed on by client and The Sheldon
- The Sheldon uses plastic barware for beverage service. Clients may request glass barware at additional cost.

### CASH BAR

Deposit of \$150 per bar/One bartender per every 100 people.

### TALLY BAR

- House Bar options: \$7.00/drink
- Premium Bar options: \$9.00/drink

Billed to client, plus bartender fees, plus 18% and tip (\$100/bartender)

### EXTRA BARTENDERS

\$150/bartender

*No liquor can be donated for your event and liquor cannot be brought in from an outside source, due to The Sheldon having the liquor license. NO EXCEPTIONS.*

### PREMIUM OPEN FULL BAR

\$24 pp / 4-hours plus 18% Beverage Service Fee and tip (\$100/bartender)  
\$30 pp / 5-hours plus 18% Beverage Service Fee and tip (\$100/bartender)\*

All liquors (premium): 4 Roses Small Batch, Jack Daniels Black, Maker's Mark, Crown Royal, Bacardi Light Superior, Captain Morgan Spiced, Glenlivet 12-year, Bombay Sapphire, Grey Goose, Disaronno Amaretto, Triple Sec

Microbrew and Domestic Beers

Premium Wine Assortment

Dasani water, cranberry juice, orange juice

### HOUSE OPEN BAR

\$20 pp / 4- hours plus 18% Beverage Service Fee and tip (\$100/bartender)  
\$25 pp / 5-hours plus 18% Beverage Service Fee and tip (\$100/bartender)\*

Jack Daniels Black Label, Bacardi Light Superior, Dewar's White Label, Beefeater, Absolut, Disaronno Amaretto

Microbrew and Domestic Beers

Premium Wine Assortment

Assortment of sodas, cranberry, and orange juice

### BEER, WINE, SODA

\$16 pp / 4-hours plus 18% Beverage Service Fee and tip (\$100/bartender)  
\$20 pp / 5-hours plus 18% Beverage Service Fee and tip (\$100/bartender)\*

Microbrew and Domestic Beers

Premium Wine Assortment

Assortment of sodas, cranberry, and orange juice

### NON-ALCOHOLIC OPEN BAR (MINORS ONLY)

\$8 pp / 4-hours plus 18% Beverage Service Fee and tip (\$100/bartender)  
\$10 pp / 5-hours plus 18% Beverage Service Fee and tip (\$100/bartender)\*

Assortment of sodas, cranberry, and orange juice

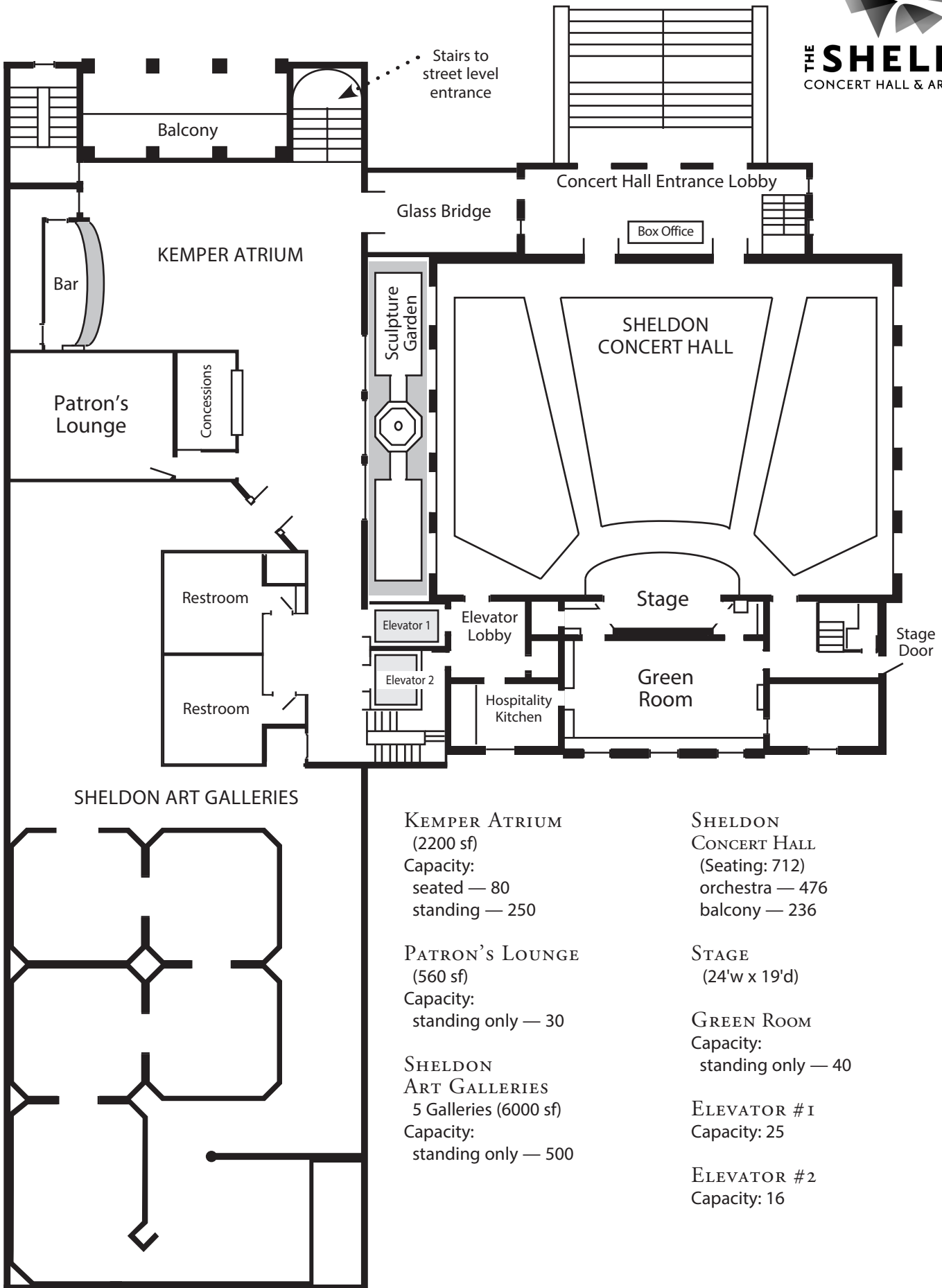
*\* Continuous bar service on multiple floors may require additional bar staff*

Please contact the events department for more information on signature drinks or special requests.

# FULL FACILITY *Level 2*



**THE SHELDON**  
CONCERT HALL & ART GALLERIES



**KEMPER ATRIUM**  
(2200 sf)

Capacity:  
seated — 80  
standing — 250

**PATRON'S LOUNGE**  
(560 sf)

Capacity:  
standing only — 30

**SHELDON ART GALLERIES**  
5 Galleries (6000 sf)

Capacity:  
standing only — 500

**SHELDON CONCERT HALL**

(Seating: 712)  
orchestra — 476  
balcony — 236

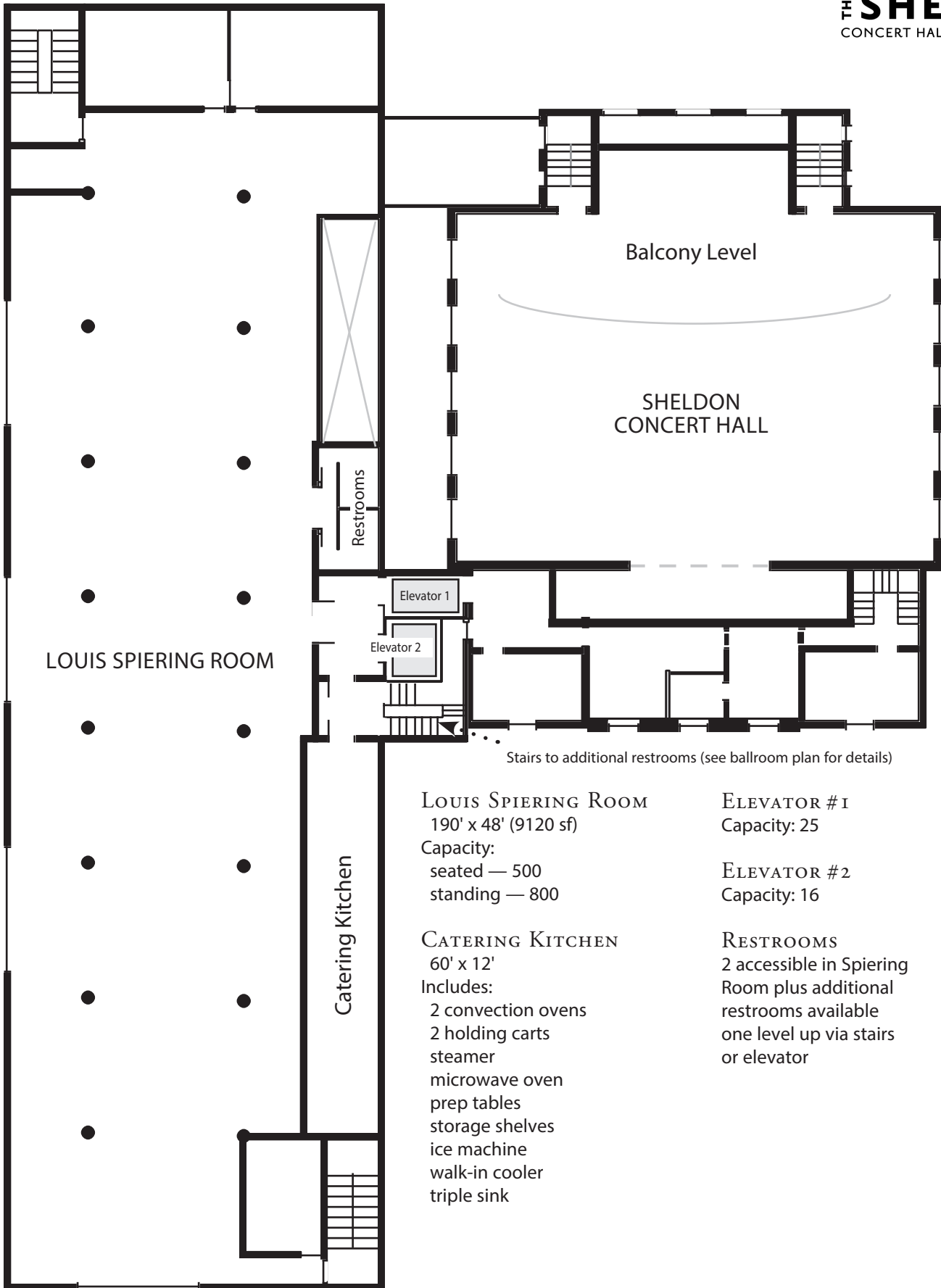
**STAGE**  
(24'w x 19'd)

**GREEN ROOM**  
Capacity:  
standing only — 40

**ELEVATOR #1**  
Capacity: 25

**ELEVATOR #2**  
Capacity: 16

# LOUIS SPIERING ROOM *Level 3*



LOUIS SPIERING ROOM

Catering Kitchen

Balcony Level  
SHELDON  
CONCERT HALL

Restrooms

Elevator 1

Elevator 2

Stairs to additional restrooms (see ballroom plan for details)

**LOUIS SPIERING ROOM**  
190' x 48' (9120 sf)  
Capacity:  
seated — 500  
standing — 800

**CATERING KITCHEN**  
60' x 12'  
Includes:  
2 convection ovens  
2 holding carts  
steamer  
microwave oven  
prep tables  
storage shelves  
ice machine  
walk-in cooler  
triple sink

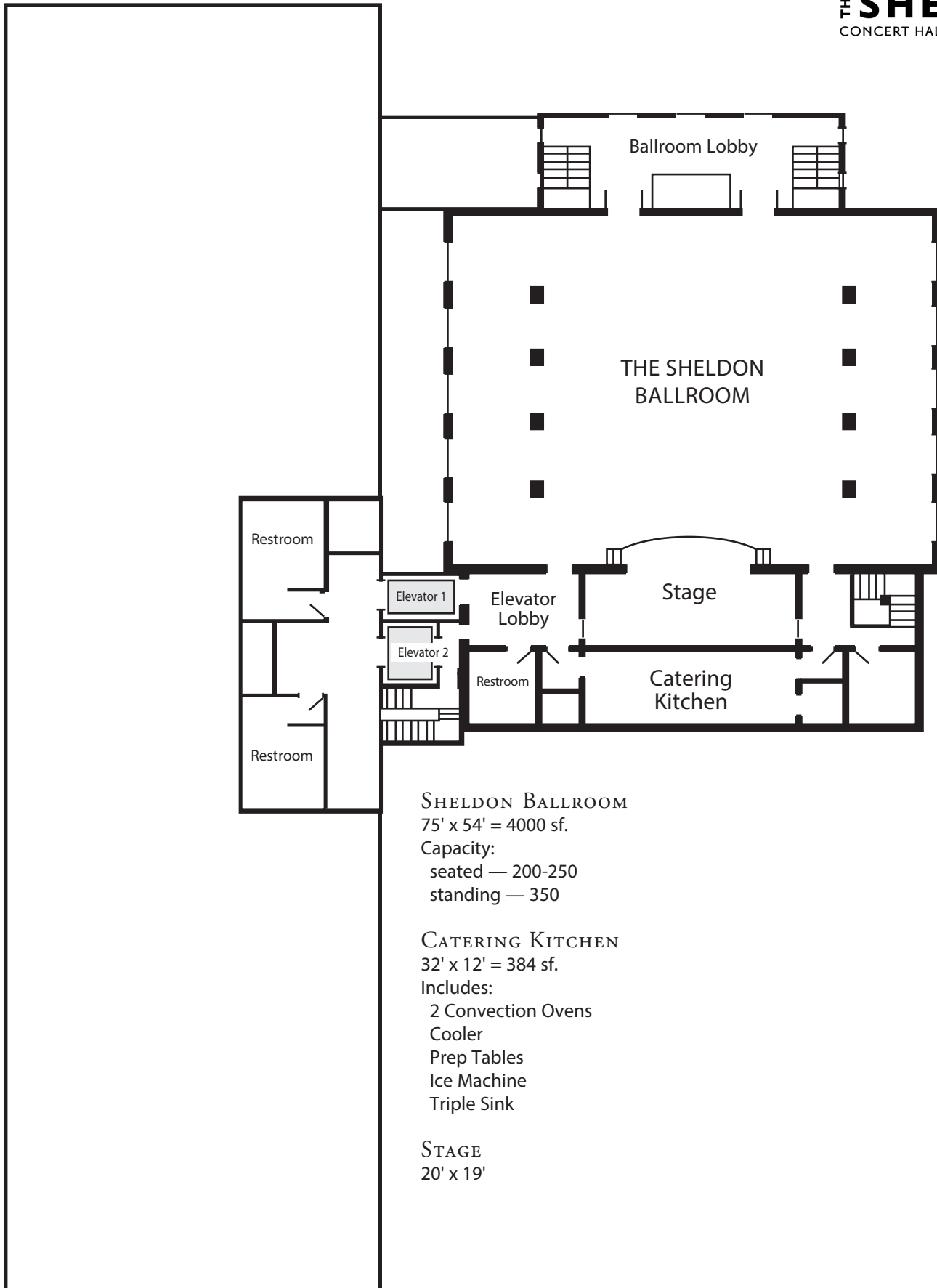
**ELEVATOR #1**  
Capacity: 25  
  
**ELEVATOR #2**  
Capacity: 16

**RESTROOMS**  
2 accessible in Spiering  
Room plus additional  
restrooms available  
one level up via stairs  
or elevator

# THE SHELDON BALLROOM *Level 4*



**THE SHELDON**  
CONCERT HALL & ART GALLERIES



## SHELDON BALLROOM

75' x 54' = 4000 sf.

Capacity:

seated — 200-250

standing — 350

## CATERING KITCHEN

32' x 12' = 384 sf.

Includes:

2 Convection Ovens

Cooler

Prep Tables

Ice Machine

Triple Sink

## STAGE

20' x 19'