



## House Policies

Kranzberg Arts Foundation may provide a representative to monitor the use of the facilities and Common spaces. It is **not** the responsibility of this representative to act as labor, security, light and sound technician, or cleanup personnel.

Production set-up and restoration must be done in a timely manner **within the confines** of the agreed upon rental period. Additional time required for set-up or restoration will result in additional fees for the Individual or Corporation.

All caterers are responsible for clean-up related to food and beverage service. The Individual or Corporation shall be liable for the cost of any extraordinary cleanup required. **This includes damages done to the walls and paint.** Please be conscious not to touch the walls. Grease stains and fingerprints will require touch-up at cost to the Individual or Corporation.

### **Check In/Out Procedures:**

Individual or Corporation hereby agrees to an initial walk-through of facility with a Kranzberg Arts Foundation representative to review house and technical policies and to orient themselves with the space at the beginning of their rental period. Individual or Corporation further agrees to an official checkout with Kranzberg Arts Foundation representative at the close of their event to agree on the restored condition of the facilities.

### **Preferred Caterers:**

The Grand Hall and the Kranzberg Arts Center allow licensed catering firms to provide food and beverage service for private events. All caterers must show proof of liability insurance, workman's compensation, and local/state business license and to supply all staff. All local and state beverage consumption and service laws must be followed while on premise. Please see our preferred caterers list below for caterers to choose from. **All rentals must be placed with Aries Rental Company.**

#### **Ces and Judy's Catering**

314-991-6700

[dallred@cesandjudys.com](mailto:dallred@cesandjudys.com)

#### **Butler's Pantry**

314.881.4324

[Maggie@butlerspantry.com](mailto:Maggie@butlerspantry.com)

#### **Patty Long Catering**

314-621-9598

[jackie@pattylongcatering.com](mailto:jackie@pattylongcatering.com)

#### **Elle Catering**

314-504-2625

[chefjoelle@elle7.net](mailto:chefjoelle@elle7.net)

#### **David Kirkland Catering**

314-704-4405

[david@davidkirklandcatering.com](mailto:david@davidkirklandcatering.com)