

DARK HOUR PRIVATE EVENTS

WHAT YOUR RENTAL FEE INCLUDES:

- Access to the event space in the front part of the building for the agreed upon time period on the date of your event. This includes any set up and tear down time for your immediate party and/or vendors. (Additional or overage time is billed at \$450/hour.)
- Access to round banquet tables, 6ft rectangular tables, black folding chairs. (Provided on rolling racks for you to set up as desired. We will clean up after event. Plain black table linens are available by request.)
- Full ambience and décor of the event space with atmospheric lighting for the event
- Our in-house A/V tech for the duration of the event: Allows for use of our in-house sound system for playing music (We can play any Spotify playlist from our commercial-free account), use of our wireless handheld mics for announcements, toasts, etc. Great for background music or party playlists if you don't have a DJ! We can also play your slide show or video on our large video screen at the stage. (We require your digital video file in MP4 format at least 2 hours prior to event start time.)
- Custom Digital Projection! Welcome guests to your event with a custom digital projection near the entryway. Great for wedding couples, organization logos, & more!
- Free, onsite, paved parking lot
- Onsite venue liaison and cleaning attendant during event for restrooms, general garbage disposal, and spill cleanup

PRICING:

November – August, \$400/hour with a 2 hour minimum

*All prices are subject to venue availability.

**During September and October: Availability is extremely limited and prices will increase. Inquire directly about the possibility booking an event during this time.

ADDITIONAL OPTIONS INCLUDE:

- Interactive characters! We have a wide selection of spooky & entertaining characters (some on stilts!) available to roam around and interact with guests and take photos. Perfect for cocktail hours and networking or party environments! \$250/hour per character.
- Horror Makeup Artist! Have one of our professional makeup FX artists give your party and/or guests horrific airbrush looks for your event. \$300 for up to 10 people, minimum. Additional make ups are \$20 per person.
- Dark Hour Haunted House walk through! We can open and operate a portion of Dark Hour Haunted House (approximately a 5-7 minute experience) just as it appears during our Halloween season! The haunt will open and operate for a designated 30 minute window during your event for your guests to enjoy. All necessary staff are included. \$1,100. Want a bigger, longer haunt experience for your event? Inquire about other options!
- Private Suite access. Access to the private suite adjacent to the main event area for the duration of your event. This space offers comfortable seating and tables in a quiet, intimate setting away from the noise of the crowd, with its own video screen. Additional \$100/hour
- If you have any other ideas or requests, just ask! We'll work with you to customize your experience and give your guests the most memorable event possible!

THE NITTY-GRITTY:

- 50% of the total cost is due at the time of booking when the contract is signed. The remaining balance is due 2 weeks prior to the event date.
The 50% deposit is NON-REFUNDABLE unless your event is cancelled in writing 30 days or more in advance. Acceptable forms of payment include: credit cards, cash, or check.
- A major credit card is physically required for Dark Hour to hold as deposit during your event. Your card will not be charged unless any damages, incidental costs, overage, or contract violations occur during your event.
- SECURITY REQUIREMENT: A police officer is required for any event that will be serving alcohol. \$100/hour starting when your guests arrive for the event. The officer's end time will be 30 minutes after your event ends to ensure all guests are getting transported home safely.

FAQs:

- "Can we BYOB to our event?"
A TABC certified bar caterer is required for serving alcohol at your event, whether it's an open or cash bar. Note that any event with alcohol present also requires a security officer during the event (see above.) Our preferred alcohol service vendor is *Love & War In Texas*, with whom we share a parking lot. info@loveandwarintexas.com or 469-443-0015
- "Can I use my own outside vendors with no extra cost?"
Yes. But we must have a copy of any vendor contract and COI in advance and they must be approved by us.
- "Can we have our event while Dark Hour Haunted House is open?"
Unfortunately, we cannot accommodate large private events while the haunted house is open to the public. If your gathering is no more than 20 people, ask about booking a private VIP room experience while we are open to the public.
- "How many people can we invite to our event?"
The event space, located in the main queue area of the building can comfortably hold 120 guests seated at round tables, depending on your configuration. With standing room, the space can easily accommodate 200+ people.
- "Can I have a food truck for my event?"
Yes, but they must provide a COI in advance, like any other vendor. One 20 amp outlet is available on the outside corner of our building if needed, for a \$50 charge. No extension cords shall be provided by Dark Hour.
- "Can I come for a venue tour?"
Yes, of course! Email info@darkhourhauntedhouse.com to make an appointment. Tours are usually conducted Tuesday-Thursday during normal business hours but ask if you need other accommodations and we will do our best.
- "Can we bring our own decorations?"
Yes. You are welcome to bring any additional décor pieces you desire. However, nothing may be screwed, nailed, or glued to walls, and none of Dark Hour's existing scenery can be altered.

To request more information or book Dark Hour for your event, please email

INFO@DARKHOURHAUNTEDHOUSE.COM

Dark Hour Private Events | 701 Taylor Dr. Plano, TX 75074

