

EVENT PLANNING

5833 Pelican Bay Boulevard, Naples, FL 34108-2740 ♦ 239-254-2686 ♦ ThePhil.org

HOST YOUR EVENT IN STYLE!

The Philharmonic Center Cultural Complex is not only a world-class performing and visual arts venue. We also make our facilities available for a wide range of corporate and social events and to non-profit organizations. Whatever your needs, we have the right space for you – from our grand main auditorium, with seating for 1,425 guests, to our more intimate meeting rooms, perfect for small dinners and receptions.

See what we have to offer – and set the stage for your own unforgettable Philharmonic experience!



THE VENUES



◆ The Grand Lobby

Step through the Albert Paley-designed entrance doors into the elegance of the Philharmonic Center Grand Lobby. With its soaring ceiling, twin staircases, green Italian marble floors, Palladian columns and gorgeous art galleries, the Grand Lobby is the epitome of grace and style.

The Grand Lobby is the perfect setting for a range of events including:

Sit-down events for up to 170

Standing receptions for up to 600



◆ Hayes Hall

Many of the world's leading performers have graced the Hayes Hall stage over the years, including Mikhail Baryshnikov, Itzhak Perlman, Jerry Seinfeld, Les Ballets de Monte Carlo and Frederica von Stade. The Hayes Hall auditorium has also hosted international corporate conferences, awards ceremonies, major political forums and other events.

The Hayes Hall auditorium is visually stunning and acoustically rich, featuring:

Seating for up to 1,425

State-of-the-art sound system

Full range of lighting equipment

Professional technical staff to fully support your event



◆ Hayes Hall Stage

Host your event center stage! Each season, many organizations choose to "take to the stage," holding their galas, dinners or receptions in the intimate but exquisite setting of the Hayes Hall Stage. The Stage is ideal for:

Sit-down dinners for up to 200

Stand-up receptions for up to 300

◆ Norris Garden

Centrally located between the Philharmonic Center for the Arts and the Naples Museum of Art, this wonderful garden oasis features a delectable blend of nature and sculpture. Walk through Albert Paley's magnificent metal entrance gates and be transported to another world.

The Norris Garden provides seating for up to 200 and accommodates up to 500 for stand-up receptions.



THE VENUES



◆ Daniels Pavilion

The Daniels Pavilion is the Phil's intimate black box theater, host to a variety of events including chamber concerts with the Naples Philharmonic Orchestra, illustrated lectures, recitals, theater and more. The Pavilion's seating is removable, so the room can be transformed into a dining room, a dance floor, a festive reception area – or whatever needs you might have for your event.

Daniels Pavilion offers:

Sit-down meals for up to 150

Stand-up receptions for up to 200

Theater style for up to 283



◆ Lyons' Room and Founders Room

For more cozy gatherings, many groups choose the smaller Lyons' Room or Founders Room, both located in the Philharmonic Center for the Arts. Each room can be tailored just for your event, whether it be an intimate sit-down dinner, a stand-up reception, a board meeting or any other occasion. Both rooms are tastefully appointed with original art and furnishings that are stylish but functional. Let us plan your event with you!

Sit-down meals for up to 40

Stand-up receptions for up to 55



◆ Toni Stabile Rooms

Our newest facilities are located in the Toni Stabile Building, on our campus just south of the Philharmonic Center. This building serves as the Phil's new Education Center and features various-sized, modern classroom settings perfect for corporate meetings, lectures, seminars or receptions.

Seating for 100 classroom style with double projection, wireless microphone and surround-sound capacity.

Smaller rooms are also available.



GUIDELINES FOR USE*



◆ Directions and Parking

Parking is available in front of the Naples Museum of Art and Philharmonic Center for the Arts. Valet parking can be scheduled for your guests for an additional fee.

◆ Disabled Access

The Philharmonic Center for the Arts and Naples Museum of Art are barrier-free and exceed all criteria established for the Americans with Disabilities Act (ADA). Wheelchair locations and seating for those with disabilities are available.

◆ Tables and Chairs

At the Philharmonic Center for the Arts, prices quoted include all bars, tables and chairs for up to 75 guests for seated functions, receptions and buffets. Plates, china and silverware are included in the rental rates for groups of 75 and under. Equipment charges will apply for larger events. Glassware is an additional charge.

◆ Dance Floors

Should you wish to have dancing, a dance floor can be rented for your reception. Delivery/Set-up/Pick-up pricing varies.

◆ Payment Policy

A 50% deposit is necessary to confirm the event contract. The balance is due two weeks prior to the function date. Any adjustments are payable upon the conclusion of the event. We accept company checks, Visa, MasterCard, Discover and American Express.

◆ Closing Time

All events must conclude by 11 p.m. Set-up time for Hayes Hall and Naples Museum of Art buy-outs will be accommodated.

◆ General Policies

Smoking is prohibited inside the buildings. Smoking areas are located in the gardens. Art and exhibitions may not be touched or moved. No food or beverage is allowed inside the Naples Museum of Art. Plants may not be moved. All equipment (staging, dance floors, décor, pianos, meeting materials, etc.) must be moved immediately after the event concludes. All amplified music must be approved in advance by the Special Events Department.

◆ Décor Policies

All decorations must be approved in advance by the Special Events Department.

◆ Additional Services

Naples Philharmonic Orchestra musicians may be hired to provide music for your guests. Many types of ensembles are available. Audio-visual services, tickets, traffic control, stagehands, rental equipment, additional security and ushers can be arranged for an additional fee.

All policies are subject to change without notice.

CATERING & BEVERAGE



◆ Caterers

Please contact the Special Events Department at 239-254-2686 or kcarlson@thephil.org for an approved list of caterers, catering options, menu creation and pricing.

◆ Labor

All labor is quoted separately
\$175 per bartender per event

◆ Drink Pricing

All events at the Philharmonic Center for the Arts are required to use the facilities' alcoholic and non-alcoholic beverages. From hosted bar to espresso service, we can offer a variety of beverage options. Additional wines not listed are also available by the bottle. Please see your Event Manager for a complete, current wine list. Below you will find our bar pricing:

Liquor

Pinnacle Vodka, Dewar's Scotch,
Jack Daniels Bourbon, Bacardi Rum,
Canadian Club Blended Whiskey,
Beefeater Gin **\$8 per drink**

Wines and Champagne*

Mondavi: Chardonnay, Pinot Grigio,
Merlot, Cabernet Sauvignon **\$7 by the glass**
Domaine Ste. Michelle Brut, Columbia Valley
\$8 by the glass

Cordials and Deluxe Brands

Kahlua, Drambuie, Grand Marnier, Bailey's Irish Cream,
Campari, Hennessy V. S. Cognac **\$9 per drink**

Domestic Beer

Budweiser, Bud Light **\$5**

Imported Beer

Heineken **\$6**

Soft Drinks

Coke, Diet Coke, Sprite, Diet Sprite,
Ginger Ale, Tonic Water, Club Soda **\$2.50**

Water

Pellegrino Sparkling Water,
Evian Natural Spring Water **\$3**

Fruit Juices and Punch

Fruit juices **\$12 per quart or
\$24 per gallon**

Non-alcoholic fruit punch **\$85 per bowl
(50 5 oz. cups)**

Alcoholic fruit punch **\$250 per bowl
(50 5 oz. cups)**

Individual juices **\$3**

Coffee/Tea Service

Coffee, decaffeinated coffee,
hot tea and iced tea **\$2.50 per person**

There is a 20% service charge for all beverages and applicable Florida State 6% sales tax.

***All rates are subject to change without notice.**

SCHEDULE OF FEES



	October 1-May 1	May 2-September 30
Hayes Hall includes Norris Garden and Grand Lobby	\$12,000	\$10,000
Lyons' Room	\$350	\$350
Founders Room	\$350	\$350
Daniels Pavillion includes Norris Garden	\$3,500	\$2,500
Toni Stabile Rooms	\$1,200 half day \$1,500 full day	

We are pleased to offer a 20% discount on room rental fees for non-profit organizations.

All event fees include use of physical facilities, including staff planning and event monitoring. Special requests for additional materials, supplies and services, audio-visual equipment or tours may require payment of additional charges.

A non-refundable deposit is required to confirm your reservation. The balance is due two weeks prior to your event date. Deposits are not transferable. Full payment is due for events that cancel less than 10 days from the event date.

All fees include basic security and ushers.