



**Thank you for your interest in Six11 Creative: A Gathering Space.**

### **Description**

This modern loft-like gathering space in Oklahoma City's Automobile Alley is 1500 square feet and includes a full kitchen. It is an excellent place for parties, photo shoots, cooking classes, wine tasting, receptions, rehearsal dinners, art shows, meetings or wedding and baby showers. The atmosphere is perfect for hosting an intimate group as well as up to 100 people standing or approximately 40 to 50 people for sit down dinners.

### **Renting**

Renting this space now includes any dishes, platters, furniture, etc. that we have available, but the renter will cover all damages. Leaving the building in an orderly manner at end of rental will be the responsibility of the renters. This includes hauling trash to the trash cans, throwing out perishable foods, wiping surfaces, washing any dishes used, and replacing furniture to original places, etc. (see list of cleaning on pg 2). If you choose not to clean up after your event, you can pay a \$75 clean up fee and we will take care of it for you. Rental rates are as follows and a non-refundable deposit of 50% is required to hold the date.

### **Charges**

Includes set up through clean up time

- \$50 per hour (2 hour minimum) morning and afternoon meetings
- \$350 per night 3:00-11:00pm, Sunday-Wednesday
- \$500 per night 2:00-midnight, Thursday-Saturday
- \$750 per day for full day usage 7:00am to 12:00am
- \$75 removal of furniture for event
- \$75 clean up fee

We take cash, check, or charge

Please mail your deposit to or drop it by

611 N Broadway Ave, Oklahoma City, OK 73102.

Again, it is the contract and 50% deposit that will hold your date.

### **Kitchen**

We have a full kitchen with refrigerator, stove, oven, microwave, sink, dishwasher, and serving bar.

### **Furniture**

- 1 round glass table with seating for 4
- 1 large wood table with seating for 8
- 3 tall bistro tables
- 3 tall bistro chairs
- 8 black folding chairs
- Couches to seat 6-8

### **Media**

Six11 has DVD, stereo, iPod connection, projector and screen

### **Parking**

Evening Parking is a not an issue at this time in Automobile Alley, but for daytime gatherings there is a parking garage available on 5th street across from the building.



For questions contact Sarah at [six11creative@gmail.com](mailto:six11creative@gmail.com)

**Name of Contact:**

**Email:**

**Phone:**

**Date of Event:**

**Type of Event:**

**Cost:**

**Deposit:**

**Signature:**

#### **At Closing**

- Make sure burners, candles, lights, projector, stereo system, and any other electrical system or fire causing element are off.
- Adjust temperature to 76/77 degrees for summer and 69/70 degrees in winter
- If returning key, fold in paper or envelope and push through the mailbox all the way to the floor
- Make sure doors are locked and fully shut with alarm set (# away), you have 60 seconds to leave

#### **Cleaning**

- Remove all perishables
- Haul all trash and place inside the trash cans at the back of the court yard behind building
- The bathroom and kitchen should be wiped down. All cleaning supplies can be found under the kitchen sink or in storage behind tall, red, sliding door
- Any used dishes used should be placed in dishwasher
- Any floor spills or messes should be wiped, mopped or swept
- Furniture should be replaced to starting position

#### **Damages**

*Any damages to Six11 Creative or the property inside should be reported to the owner the day after the event.*