

RESOLUTION NO. 39-2008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MESQUITE, TEXAS, APPROVING THE REVISIONS TO THE RESERVATION AND RENTAL AGREEMENT FOR THE MESQUITE ARTS CENTER OWNED AND OPERATED BY THE CITY OF MESQUITE; AND AUTHORIZING THE MANAGING DIRECTOR OF THE MESQUITE ARTS CENTER AS THE RESPONSIBLE OFFICER FOR THE PURPOSE OF SIGNING THE RESERVATION AND RENTAL AGREEMENTS ON BEHALF OF THE CITY.

WHEREAS, the current Reservation and Rental Agreement does not specify a detailed cost of labor, equipment and insurance in addition to the rental fees; and

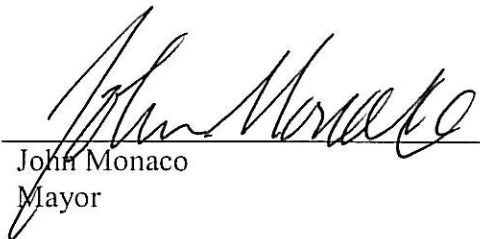
WHEREAS, Staff recommends revisions to their current Reservation and Rental Agreement to include such costs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MESQUITE, TEXAS:

SECTION 1. That the City Council hereby approves the revisions to the current Reservation and Rental Agreement for the Mesquite Arts Center owned and operated by the City of Mesquite ("City"), a copy of which is attached hereto as Exhibit "A."

SECTION 2. That the Managing Director of the Mesquite Arts Center/Arts Council is hereby authorized and designated as the Responsible Officer for the purpose of signing the Reservation and Rental Agreement for the Mesquite Arts Center on behalf of the City.


DULY RESOLVED by the City Council of the City of Mesquite, Texas, on the 18th day of August, 2008.



John Monaco
Mayor

ATTEST:

APPROVED:



Judy Womack
City Secretary



B. J. Smith
City Attorney

MESQUITE ARTS COUNCIL



MESQUITE ARTS CENTER

Mesquite Arts Center
1527 N. Galloway Ave.
Mesquite, TX 75149
(O) 972-216-6444
(F) 972-216-8110

Reservation and Rental Agreement

For the Mesquite Arts Center which is owned
And operated by the City of Mesquite

If you encounter any unwarranted situations please bring the matter to the attention of management. It is illegal for any city employee to accept a gift or solicit money in the form of a tip from anyone doing business with the City of Mesquite.

Return this signed agreement to the Mesquite Arts Council 1527 N. Galloway, Mesquite, Texas 75149
Monday through Friday 8a until 5p, call 972-216-6444

Please *Initial* Each Item After Reading Thoroughly

The Mesquite Arts Center is a facility that is dedicated to presenting the arts in the City of Mesquite. Currently the facility can accommodate music, theatre and visual arts events. Events may be scheduled no more than 180 days in advance of the event and will be scheduled on a first come, first serve basis. Scheduling of an event in an area of the MAC which may conflict or be incompatible with a previously scheduled event at the MAC will not be permitted. The MAC Director on the basis of noise, crowd, location and time of previously scheduled event, and other relevant factors will make conflict and compatibility determinations. Organizational meetings will not be regularly scheduled at the MAC. If the decision of the MAC Director is disputed by any person or organization requesting use of the MAC, the dispute will be referred to, and decided by the MAC Rules and Regulations Committee. This decision will be based upon the above stated criteria. These rules are subject to change.

The MAC reserves the right to exclude any group or individual deemed to be inimical to or a risk to the MAC property or interests. All groups or individuals shall be given equal opportunities to utilize the MAC for their event regardless of race, color, sex, religion or national origin.

DEPOSIT & BALANCE:

- A \$500.00 damage deposit is due with signed contract.
- Half of your rental fee is due with signed contract.
- Final payment is due 30 days prior to the event.

CHANGES OF DATE POLICY:

- Any event date change must be arranged 60 days prior to the event.
- A \$300 cancellation fee will be charged in the event cancellation occurs within 15 days of the event.
- Changes made after the deadline will result in a 50% loss of deposit.

RENTING BASICS:

- No animals will be allowed in the building or on the grounds. Exceptions will be made for those providing assistance too visually or hearing impaired persons.
- Management shall not be liable for any loss, damage or injury to customers or patrons.
- Management is not responsible for loss or damage due to an equipment failure that may result from an act of God.
- Management has the express right to remove individuals who direct abusive behavior or language toward staff, personnel or agents of management.
- Occupancy of space is determined by fire code restrictions and strictly enforced.

Capacity for the:

Rehearsal Hall

- 90 at seminar tables/classroom (contingent on setup)
- 115 seating at round tables
- 200 standing

Concert Hall

- 496 seated
- 92 maximum orchestral/175 chorus or combined, both orchestra and chorus cannot exceed 200 on stage

Black Box Theatre

- Max. 110

Main Gallery

- 100 standing only

- Client agrees to pay for any damage to the building, grounds or furnishings by themselves, their caterers, guests, agents or employees during or pertaining to the rental of the facility. (see INSURANCE on page seven [7] for details). If damages occur, notification will be given to client at the conclusion of the scheduled event by the event coordinator. Client will be required to pay for all damages, which are done to premises as a result of Client's event. The deposit will be applied to the balance due for such damages, and the Client will be liable for any damage above and beyond the extent of the deposit. If the estimated cost of repairs is in excess of the deposit, the Client will be financially responsible for the cost of the repairs.
- Contractors and service people to be utilized in connection with a Client or organizations scheduled function or performance shall be made known to the MAC Director during regular business hours as stated in the MAC reservation guidelines. The MAC Director shall be provided with a schedule of times such contractors or service people will be in or around the MAC building. ALL VENDORS and EQUIPMENT WILL LOAD-IN and OUT from the west side of the building for events in the Rehearsal Hall. LOADING DOCKS will be utilized by all Clients with productions or events specific to the Black Box Theater and the Concert Hall.
- Artifacts in the Main and Chamber Galleries, sculptural pieces located throughout the Mesquite Arts Center, courtyard, surrounding areas and all wall hangings are considered pieces of art. These pieces, the Steinway Piano and other pianos are extremely valuable. Nothing may be pinned, taped or otherwise attached to these pieces, walls or doors. Candles may not be placed closer than 3 feet away from these pieces. All artifacts will be treated with respect due any work of art and all care must be taken by Client to safeguard the art works from damage of any kind. Any deliberate vandalism or other damage will result in criminal and or civil charges being filed against the perpetrator(s). Client agrees to be responsible for any damage to the artifacts caused by the Client, its agents or its guests.
- Sleeping and/or lodging at the MAC is strictly prohibited.
- Public restrooms are not to be used as dressing rooms or to change clothes. Designated dressing rooms are available if scheduled at the time the contract is confirmed. Dressing rooms may not be available because of existing contracts or schedules with a leasing organization.
- The sidewalks, halls, passages, exits and the entrances into the building and parking areas shall not be obstructed or used for other than egress and ingress to the building and premises.
- Do not use the hallways adjacent to the Arts Center office area to make or receive phone calls. Do not congregate in these areas before, during or after scheduled events. Please move to the Main Gallery to transact other business outside of the meeting room.
- Building locks shall not be altered. The addition of locks or bolts of any kind shall not be permitted on any MAC door.

PARKING:

- Management does not guarantee any parking with the rental of the area.
- There are 56 spaces at the front of the building, additional parking is available at 1515 N. Galloway (next door to the arts center) parking at the Municipal center can be utilized for events occurring after 5pm on Monday through Friday.
- There is no event parking on Summit Street.

- Events with an estimated attendance over 300 vehicles must receive special approval. These renters will be required to arrange shuttle service through an insured provider and contact surrounding businesses for approval to utilize their parking lots.

NON-SMOKING POLICY:

- Smoking is not allowed in the building and its center courtyard.

MUSIC & NOISE:

- All types of music ensembles are allowed (harpist, string quartets, bands, etc.). Portable electric amplifiers are permitted inside the building. **The Concert Hall is not conducive to amplified music.** The natural acoustics provide a two second reverberation.
- Amplified music can be scheduled in the Rehearsal Hall to play until 10:30pm. Bands are permitted 30 minutes to remove their equipment (up to 11:00pm). **Beyond 11:00pm, a charge of \$200.00 will be assessed for each hour.**

ALCOHOLIC BEVERAGES:

- Wine or champagne may not be served to any one under the age of 21.
- Wine and Champagne may be served but not sold on the MAC premises, no other alcoholic beverages will be allowed.
- Alcohol served or consumed on the premises must be in compliance with Texas Alcoholic Beverage Commission (TABC) regulations.
- A caterer approved by MAC Director must provide alcoholic beverages and hire TABC certified bartenders to serve alcohol.
- Renter will hire an off-duty police officer to monitor an event in which alcohol is present.
- Service taking place in conjunction with ticketed events and/or events requiring payment for entry may not be limited to patrons of the event. Service at such events shall be limited to intermission periods occurring during the event.
- Service at other than ticketed events shall be available for a time not to exceed two hours.
- Wine or champagne may not be stored on the MAC building premises.
- Service and consumption of wine and champagne may take place only within the interior of the MAC building and its center courtyard.
- In addition to completing the contract and rental agreement, all persons and/or organizations are required to complete a waiver agreement (page 9) for events where wine or champagne will be served.

DECORATIONS:

- All decorations must be approved by the Mesquite Arts Council Director.
- No signs, advertisements or notices of any kind shall be affixed to any part of the inside or outside of the MAC building or premises except those approved by the MAC director.
- Sign standards will be provided for the display of information concerning the building and scheduled public events. Items displayed will be at the discretion of the MAC director.
- Items such as glitter, confetti, *cascarones*, streamers, and helium balloons are not allowed in the Art Center. Should clean-up of these items be necessary, a fee equal to the amount of the clean-up, repair, or replacement or \$1,000, whichever is greater, will be added to the final bill. Fee will be determined by the on-site event staff.
- The use of candles (only votive candles in a hurricane lamp and floating candles may be approved) requires pre- approval. Approval is given on a case-by-case basis from the MAC Director. No open-flame candles will be approved. No candles may be placed directly on any furniture. Under no circumstances may candles be placed on pianos.

- Use of a stage is allowed only with the written approval of the MAC Director. A detailed and accurate plan showing the room set-up must be submitted for approval. The room set-up must occur during the designated move-in time the day of the event and must be removed immediately following the event. Under no circumstances will equipment or room set-up be allowed to remain over night unless approved in writing by the MAC Director.

CATERERS:

- All caterers must be selected from the approved caterer's list page 16.
- A licensed and insured caterer must provide all food. Proof of a food handling permit will be provided upon submitting the reservation contract. Permits and licenses for food service at the Mesquite Arts Center are the sole responsibility of the caterer. Catering will be allowed when permits are obtained and copies of licenses and permits are provided no later than one [1] week prior to the event.
- Food, wine & champagne service is only allowed in the Rehearsal Hall, Black Box Theatre and Gallery.

DELIVERY:

- No furniture, freight or equipment of any kind shall be brought in to the building without prior notice to and consent of the MAC Director. Deliveries will be made to the west dock doors of the MAC which are located at the rear of the building.

EQUIPMENT/SUPPLIES:

- The price of each room includes tables and chairs.
- The set up of these items or any rented Arts Center owned equipment, as described in the room set up sheet, will be finalized and approved no later than 14 days before the event.
- Late room diagrams or last minute changes may be subject to additional charges and possible cancellation.
- For safety reasons, Client is not permitted to move Arts Center equipment and no Arts Center equipment will be altered in any way.
- Client is not allowed to stand on tables or chairs.
- If ice chests or portable containers are used, they must be kept in the kitchen area.
- Additional labor costs are itemized in the rate schedule.
- Rental of a kiosk at the rate of seventy-five (\$75.00) shall be required for concession sales of any kind (food, drink, souvenirs or any other item sold).

CLEANUP:

- A cleanup fee will be assessed against the Client for excessive garbage, litter or any material difficult to remove from the MAC. Such a fee will result in a reduction of the return of the damage deposit. All large boxes, items, etc. must be broken down and placed in the dumpster at the rear of the building.
- Client agrees that the premises (including landscaped areas) and all areas occupied be returned to the condition in which they were prior to Client use, excluding mopping, vacuuming and the removal of MAC tables and chairs.

HOURS OF OPERATION:

- Monday - Friday move-in time is 8:30 am.
- Saturday load-in is 4:00 pm. Rental of space at the Arts Center is determined by four (4) hour blocks of time.
- No events after 11pm

CONTRACT SERVICES:

- Security services will be contracted through the Mesquite Police Department. To schedule security services call the Watch Commander at 972-216-6251. The fee for security services is \$56.64 an hour with a four (4) hour minimum. All events open to the public and exceeding attendance of fifty (50) people will be required to contract security.
- Client will be required to contract an event coordinator at \$30 an hour with a four (4) hour minimum for all public events. Call the Mesquite Arts Council at 972-216-6444 to schedule an event coordinator.
- To schedule a lighting and sound technician for events, contact the Mesquite Arts Council at 972-216-6444. The fee for each technician is \$21 an hour with a six (6) hour minimum.

INSURANCE

The Mesquite Arts Center/Arts Council shall assume no responsibility for any property placed in the facilities. Further the Mesquite Arts Center/Arts Council shall assume no responsibility for personal injury, loss or damage suffered by those using the facilities. The Mesquite Arts Center/Arts Council shall hold the client responsible for the proper conduct and discipline of all representatives/guests of the client and for any damages to the facilities/grounds, equipment, furnishings, art work or other property already in the facilities. For all uses of the facility where the public purchases a ticket or is invited to an event without having to purchase a ticket, the client is required to purchase a Temporary Users Liability Insurance Policy (TULIP). TULIP insurance covers the premises, operations, and event therein, for the time frame of the rental period in amounts stipulated below. TULIP INSURANCE RATES apply to all Client based on event type, venue capacity and attendance and are from \$150 to \$250 per performance/event. Insurance rates and coverage are subject to change and are based upon availability.

A certificate of insurance must be received no later than 30 days prior to the scheduled use of the Mesquite Arts Center. Insurance must include:

• General Aggregate Limit	\$1,000,000
• Products – Completed Operations Aggregate	\$1,000,000
• Personal & Advertising Injury Limit	\$1,000,000
• Each Occurrence Limit	\$1,000,000
• Fire Damage (any one fire)	\$ 300,000
• Medical Expense Limit	\$ 5,000

Charges for all insurance services will be quoted upon request and may be revised without notice at any time by the City of Mesquite's Risk Management Department.

Tier 1 users (resident arts groups) may supply a comprehensive liability policy (limits same as above), written by a company acceptable to the MAC and covering the contract time period from first to last use. The policy must name the City of Mesquite Arts Center/Arts Council as "additional insured."

All policies of insurance shall be written with a company or companies approved by the Texas Department of Insurance to transact business in the State of Texas and acceptable to the City, whose acceptance will not be unreasonably withheld. Local carriers have included the following:

Allstate - Steve Whitworth (3330 N. Galloway Ave) 972-686-5987

EH Hanby Insurance (307 W. Main St) 972-289-3725

St. Paul Travelers Insurance Company – Peter Walker, Richardson, TX. 972-234-1300 Gary

Bingham-Gary Bingham & Associates (111 S. Broad St. Mesquite) 972-329-5200

Mesquite Arts Center RESERVATION CONTRACT

Signature: _____ Date of Application: _____

Name: _____ Phone (W) _____

Address: _____ Phone (H) _____

City/Zip _____

Party responsible for payment: _____ Phone (W) _____

APPROVED BY: _____ Michael Templeton

Date of Event: _____

* Event Time: From _____ To _____ (include set-up and removal)

Estimated # of Guests _____

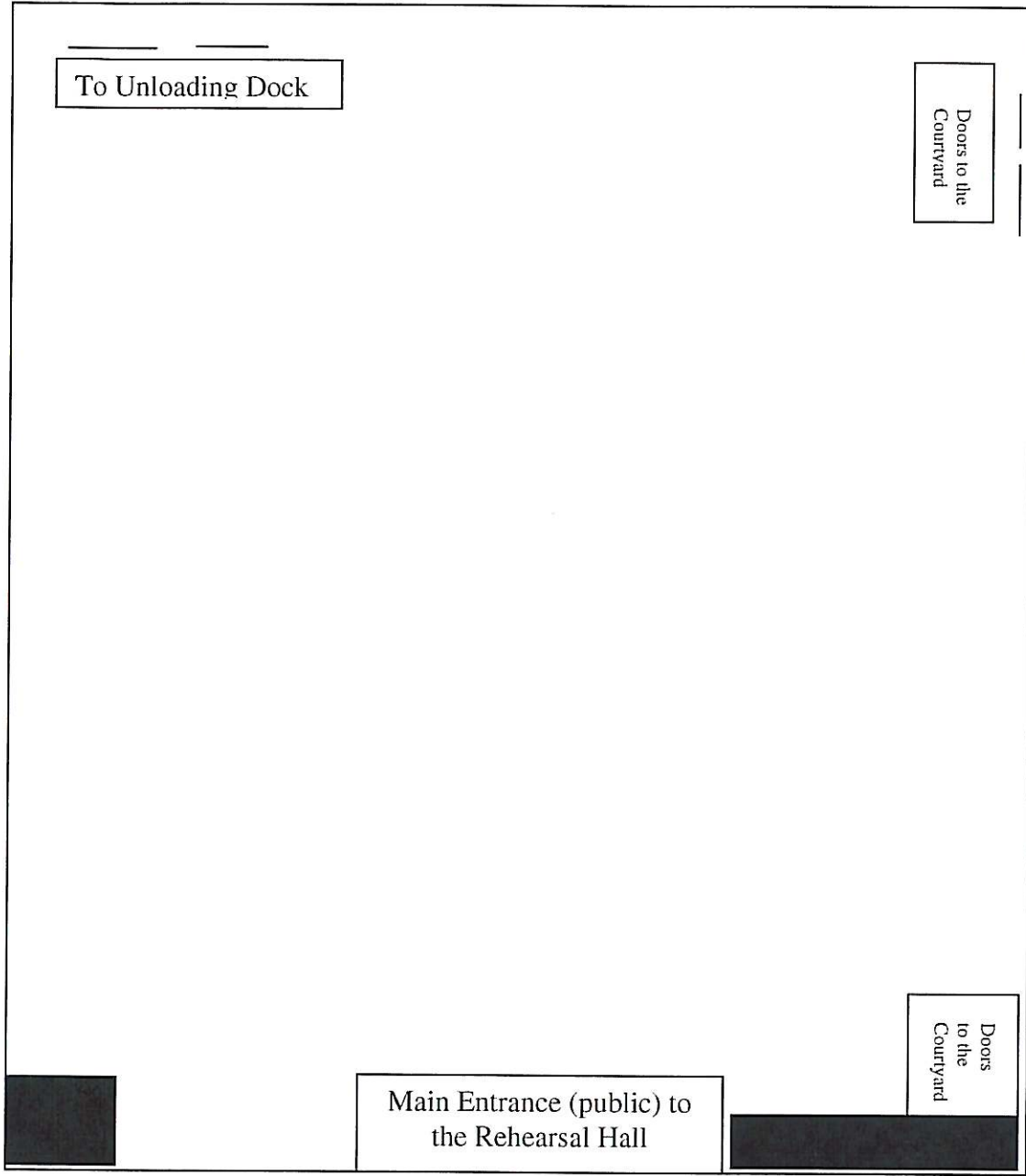
Area	Rate	Damage Deposit
Concert Hall		
Rehearsal Hall		
Black Box Theatre		
Main Gallery		
Chamber Gallery		
Courtyard		
Lobby 1		
Lobby 2		
Steinway 9 foot piano	\$400	
Baldwin 5 foot piano	\$100	
Kiosk/Bar	\$75	
Kitchen	\$50	
Total Received:	Balance Due:	Due Before:

- Indicate tier 1 through 5 in the rate column. Check payable to **City of Mesquite**
- Balance Due is less Damage Deposit. If full payment of deposit and fees are not received by the date indicated above, the contract will be null and void with penalties assessed.

* 11:00 p.m. is limit. \$200.00 per hour charge after 11:00 p.m.

** Damage Deposit will be refunded no more than 30 days after the event if there is no damage.

Rehearsal Hall Setup



The following items are available for use in the Rehearsal Hall

- 45 seminar tables (18 inch x 72 inch) NUMBER REQUESTED _____
- 15 - 60 inch round tables NUMBER REQUESTED _____
- 5 - 48 inch round tables NUMBER REQUESTED _____
- 150 chairs NUMBER REQUESTED _____
- Lectern w/microphone YES _____ or NO _____
- NAME OF CATERER _____
- & Phone number _____
- Stage: YES or NO

Mesquite Arts Center — Rental Rates

Groups or organizations are defined as follows:

- Mesquite Arts Council affiliate nonprofit arts organizations and City Departments, (Tier 1)
- All other nonprofit organizations in Mesquite (Tier 2)
- All nonprofit organizations outside of Mesquite (Tier 3)
- Commercial organizations and individual arts organizations without nonprofit status (Tier 4)
- Recordings; films, video, or audio productions (Tier 5)

Damage Deposits:	Tier	Rate
	1	n/a
	2	\$200
	3	\$200
	4	\$500
	5	\$500

The basic rates listed are for the minimal reservation of 4 hours. These rates do not include additional charges for technicians, event coordinator and security.

Tier	Concert Hall	Black Box	Gallery	Lobby	Rehrse Hall	Confrnce Room	Crtyard	Kitchen
1	part of lease	part of lease	part of lease	part of lease	part of lease	part of lease	part of lease	part of lease
2	400	400	100	100	200	50	200	50
3	400	400	200	100	200	50	200	50
4	700	500	200	100	300	50	300	50
5	700	500	200	100	300	50	300	50

Rates are for additional hours (per hour)

Tier	Concert Hall	Black Box	Gallery	Lobby	Rehrse Hall	Confrnce Room	Crtyrd	Kitchen
1	50	n/a	n/a	n/a	n/a	n/a	n/a	n/a
2	100	50	25	25	50	25	50	25
3	100	50	50	50	50	25	50	25
4	200	100	50	50	100	25	50	25
5	200	100	50	50	100	25	50	25

For rehearsal only (minimum of four hours)

Tier	Concert Hall	Black Box	Gallery	Lobby	Rehrse Hall	Confrnce Room	Crtyard	Kitchen
1	N/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
2	200	40	n/a	n/a	40	n/a	50	50
3	200	100	n/a	n/a	100	n/a	100	50
4	400	200	n/a	n/a	200	n/a	200	50
5	400	200	n/a	n/a	200	n/a	200	50

- Food, wine & champagne service is only allowed in the Rehearsal Hall, Black Box Theatre and Gallery.
- Additional parking is available at 1515 N. Galloway (next door to the Arts Center)
- CANCELLATION fees are listed as follows:
 - From 180 days to 91 days before an event = \$100
 - From 90 days to 28 days before an event = \$300
 - From 27 days to the contracted day of the event = \$500

Alcohol Waiver Statement

Use of Mesquite Arts Center with service of wine and/or champagne

I, the undersigned, representing _____, in consideration for being permitted access to and use of the City of Mesquite facility Known as the Mesquite Arts Center for _____ (event), together with permission to serve wine and/or champagne at such event agree to abide by the applicable laws of the State of Texas relating to use and consumption of alcohol, and to abide by the rules and regulation governing the use of the Mesquite Arts Center.

In addition, I, for myself and those I represent, hereby assume all responsibility, risks and liability associated with such activity and alcohol service for myself and any third person or persons attending the event, and agree to hold harmless and indemnify the City of Mesquite, the Mesquite Arts Center and all officers and employees of each and both from any and all liability whatsoever for injuries or damages of whatever kind that I or any person or persons attending the event may sustain in anyway during or arising out of the conduct associated with this event.

Date: _____

Signature: _____

Print name: _____

Mesquite Arts Center/Arts Council Release and Hold Harmless

I acknowledge and understand that the Mesquite Arts Center/Arts Council and the board of directors and staff shall not be liable for, nor do they assume or accept responsibility for, injury or accident which could occur during the event while the

Official name of organization

is on the premises; and I thereby release and hold harmless the participating groups, staff and instructors, and all other persons and entities associated directly or indirectly with the event, from all injury, damage or loss.

[PRINT] name and address

phone number

[PRINT] person in authority

phone number

Signature of person in authority

date

Michael Templeton, Managing Director
Mesquite Arts Center/Arts Council
1527 N. Galloway
Mesquite, TX 75149
972-216-6444

date

MESQUITE ARTS COUNCIL



MESQUITE ARTS CENTER

Mesquite Arts Center
1527 N. Galloway Ave.
Mesquite, TX 75149
(O) 972-216-6444
(F) 972-216-8110

The following is an estimate of what your final charges will be. Please note that this is an estimate only. Final charges will be determined according to your final requests.

- _____ Room Rental Charge (4 Hour Block)
- _____ Rehearsal Charge (4 hour blocks)
- _____ Event Coordinator(s) (\$30 per hour, 4 hour min.)
- _____ Security Officer(s) (\$56.64 per hour, 4 hour min.)
- _____ Technician(s) (\$21 per hour, 6 hour min.)
- _____ Audio-Visual Equipment (\$50 each, 4hours)
- _____ Table cloths (\$20 each per use)
- _____ Liability Insurance Fee (\$150 to \$250 per event)
- _____ Easels (Easel Pads Needed _____ Y _____ N)
- _____ Overtime Fee (before 8:00am & after 11:00pm) \$200 per hour 1 hour min.
- _____ Security (Damage) Deposit
- _____ Balance
- _____ Reservation Deposit (reserves your day(s)(1/3 of daily room cost)
- _____ Final Balance (less reservation deposit)



Event Planning Checklist

Fill out this checklist before you begin planning your event so that you'll have the information on hand. Don't worry if you don't know the answers to some of these questions right now - just keep them in mind as you're going through the planning process.

Contract	
Did you sign contract (6 mos. Prior)	
Pay Deposit (day of signing)	
When is full paymt due? (@ least 30 days prior to event)	
Submit list of vendors (30 days)	
Certificate of insurance (60 days before event)	
Basic Information	
Event Name:	
Event Date/Time:	
Event Location:	
Speakers or Special Guests:	
Expected Attendance:	
Physical Needs	
Will you need tables, chairs, etc.?	
If so, what do you need?	
How many do you need?	
How would you like to have them arranged?	
Will you be serving food or beverages?	
Do you plan on serving alcohol?	
Do you expect any guests with special dietary needs?	
Who will cater? Must use preferred vendor	
Will you need any audio/visual equipment/internet connection?	

If so, what equipment will you need?	
Will you need Internet or phone service in the room?	
Will you need someone to help you run the equipment?	
Preparing the Room	
How complicated is your set-up? Will you need to reserve extra time to accommodate for it? Submit 30 days in advance	
Is your event on the weekend or after-hours?	
If so, will you need to hire police?	
Will you need to have someone unlock the room?	
Will you need heating/air conditioning?	
Guests	
What parking accommodations will your guests need?	
Will you need to arrange travel to/from the Art Center?	
Will you be giving out gifts to your speakers and/or attendees?	
Will you need to print up nametags for your guests?	
Are you expecting guests with disabilities?	
If so, what special accommodations need to be arranged?	
Advertising	
Submit appro. Signage to MAC Director for sign holders	
Extra Notes	
Comments/Potential Issues::	

Approved Vendors:

AUDIO VISUAL & SOUND EXPERTS:

Murray Media

Phone: 214.485.3665, or via email at
doug@murraymedia.net

Schoolhouse Audio Visual

Phone: 972.423.5874, or via email at
rene@schoolhouseav.com

BANDS & ENTERTAINMENT:

Absolute Entertainment

3000 Carlisle, Suite 113 – Dallas, TX 75204
214-871-9900 – www.absolutedfw.com

Bravo Entertainment

PO Box 670625, Dallas, TX 75367
972-960-2525 – www.bravo4u.com

Dave Alexander Productions

PO Box 2030 – Coppell, TX 75019
972-393-1586 – www.davealexander.com

Encore Productions Entertainment, Inc.

785 Oak Leaf Court – Highland Village, TX 75077
972-317-2336 – www.encoreproductions.ws/

Larry “T Byrd” Gordon & Band

972-286-6832 – www.tbyrdgordon.com

Richmond Punch Jazz & Classical Quartets

214-823-4269 –
www.richmondpunch.com/quartets.htm/

CAKES

Frosted Art Bakery

1546 Edison Street – Dallas, TX 75207
214-760-8707 – www.frostedart.com

Dallas Affairs

2307 Abrams Road – Dallas, TX 75214
214-826-9409 – No Website

CATERING

Bakers Ribs

2202 N. Galloway
972-285-4747

Beyond the Box www.foodbeyondthebox.com

Doug Brown
214.828.2228

Black Eyed Pea

3825 Pavilion Ct.
972-686-1787

The Festive Kitchen www.Festivekitchen.com

Sandy Korem

972.437.1523

Glory House Catering www.gloryhousecatering.com

Jo Ann Goin
972.259.1123

Go Diva Catering

Lucy Tamez Creech
214-824-4932

Honey Baked Ham - M-Sat 10-6

1765 N. Town East Blvd #131
972-613-3100

Jason's Deli

1725 Town East Blvd.
972-681-7878

Oscar's Mexican Food

1811 N Galloway Ave
972-288-5567

Outback Steakhouse

3903 Town Crossing Blvd.
972-686-0555

Spring Creek BBQ

3939 W. Emporium Circle
972-682-3770

Julie Smith

972.237.0353
julie@gilselegantcatering.com

Spaghetti Warehouse

3855 Emporium Circle
972-613-1478

Tony Roma's

3730 Towne Crossing Blvd.
972-686-4270

Two Sisters www.twosisterscatering.com

Stephanie Kuykendall
214.823.3075

DISC JOCKEY'S

Andy Austin – Distinctive DJ Entertainment

14221 Dallas Parkway, Suite 1500 – Dallas, TX
75254 972-458-7569 – www.andvaustin.com

John Stem – J. Hooker Productions

214-343-4335
Website: www.jhpro.com

FLORAL DESIGN & DÉCOR

Bella Flora

2010 Century Center Boulevard, Suite 22 – Irving, TX
75062
972-445-1200 – www.bellafloraofdallas.com

Five Star Floral Design & Events
5939 Willow Wood Lane – Dallas, TX 75252
214-522-2271 – www.fivestarflorist.com

Joy Cook Designs
4633 Insurance Lane – Dallas, TX 75205
214-443-0075 – www.joycookdesigns.com

Fete des Fleurs
127 Leslie Street – Dallas, TX 75207
214-651-1113 – www.fetedesfleurs.com

Flowers by Cheryl
2729 Motley Dr. Mesquite TX
972-279-7709

Fressia
1621 Dragon Street - Dallas, TX 75207
214-658-9757 – www.freesiadallas.com

todd.eventdesign.creative services
1444 Oak Lawn Avenue, Suite 206 – Dallas, 75207
214-749-0400 – www.toddevents.com

The Whimsy Petal Floral Design Studio
5652 Country View Lane – Frisco, TX 75034-4634
214-577-5880 – www.abridesdreambyjordan.com

PHOTOGRAPHERS

Frank Lopez Photography
3809 Parry Avenue, Suite 304 – Dallas, TX 75226
214-321-5411 – www.franklopez.com

Greg Blomberg, Inc.
1921.5 Greenville Avenue, Suite A – Dallas, TX
75206
214-549-0001 – www.gregblomberg.com

Grisham Photography
313 South Bryan Beltline, Mesquite TX 75149
972-288-6611

Visual Image Photography & Video
14315 Inwood Road, Suite 102 – Dallas, TX 75244
214-335-3819 – www.viphotovideo.com

Anthony B. Smith - Photographer
972-849-9500 – <http://www.AnthonyBSmith.com>

SPECIALTY LIGHTING

Special Event Accent Lighting - Lea Danielson
2021 Farrington Street – Dallas, TX 75207
214-651-1221 – Fax: 214-651-9105 -
www.ld.seal.com

SPECIALTY LINENS & RENTALS

BBJ Linens

Oak Lawn Design Plaza – 1444 Oak Lawn Avenue,
Suite 112 – Dallas, TX 75207
214-651-9020 – www.bbjinlen.com

M & M Special Events Company
2525 West Mockingbird Lane – Dallas, TX 75235
214-350-5373 – www.mmspecialevents.com

Ducky Bob's Event Specialists
3200 Belmeade – Carrollton, TX 75006
972-381-8000 – www.duckybobs.com

American Trade Shows, In.
Phone: 972.278.5600
Email: danny@americantradeshows.com

United Party Rental Center
Phone: 972.492.0550
ruthann@unitedrent-all.com

TRANSPORTATION

Blue Diamond Limos
PO Box 140152 – Dallas, TX 75214
972-870-5413 - www.bluediamondlimos.net

Carey Limousines of Dallas & Ft. Worth, Inc.
8615 Directors Row – Dallas, TX 75247
214-638-4828 - www.ecarey.com

360 Limos
5225 Norwood Road – Dallas, TX 75247
214-348-9898 – www.360limo.com

WEDDING CONSULTANTS

Mary Frances Hurt
2400 McKinney Avenue, Suite 200 – Dallas, TX
75201
214-505-9142 – www.dfwevents@aol.com

Sally Jones
3517 University – Dallas, TX 75205
214-521-3119 – www.sljwc@aol.com

Joanne Kersten – LeGlace' Events
PO Box 190321 – Dallas, TX 75219
214-520-3738 – www.myclassicwedding.com

Donnette Primm – Events 3
5025 North Central Expressway, Suite 3004 – Dallas,
TX 75205
214-528-8282 – www.events-3.com

**Mary Wright Shah – Diamond Affairs Weddings
& Special Events**
3100 Carlisle, Suite 104 – Dallas, TX 75204
214-740-1818 – www.diamondaffairs.com

Jordan M. Payne – 'A Bride's Dream' by Jordan
5652 Country View Lane – Frisco, TX 75034-4634
214-577-5880 – www.abridesdreambyjordan.com