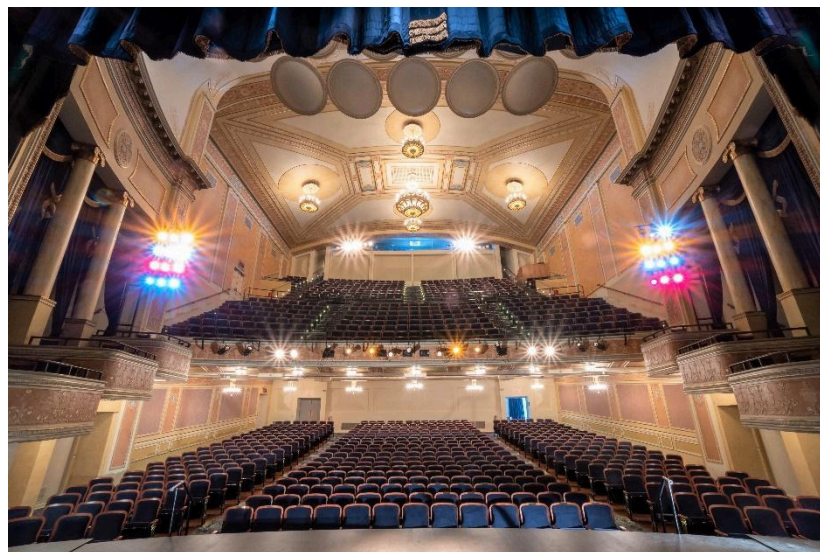




Capacity: 999

Folly Theater
300 W 12th Street
Kansas City, Missouri 64105

Business Office
1020 Central, Suite 200
Kansas City, Missouri 64105
816-474-4444

<http://www.follytheater.org>

The Folly Theater is a non-smoking facility.

FOLLY THEATER RENTAL INFORMATION	
Rates Effective September 1, 2026 – August 31, 2027	
Commercial Rental	\$4,000.00
Rush Rate- Event scheduled 30 days or less	\$4,500.00
Load In and/or Rehearsal Prime Rate Fri or Sat	\$1,500.00
Load In & Rehearsal	\$1,000.00
Pre-Hang Day-Crew prep only, client is not on site.	\$500.00
Commercial Rental 2+ Events Per Season	\$3,000.00
Rush Rate- Event scheduled 30 days or less	
Load In and/or Rehearsal Prime Rate Fri or Sat	\$1,500.00
Load In & Rehearsal	\$1,000.00
Pre-Hang Day-Crew prep only, client is not on site.	\$500.00
Not-for-Profit Rental (501c3 or equivalent)	\$3,200.00
Rush (30 days or less)	
Consecutive Performance Day	\$2,700.00
Load In an/or Rehearsal Prime Rate (Fri or Sat)	\$1,500.00
Load In & Rehearsal	\$1,000.00
Pre-Hang Day- Crew prep only, client is not on site.	\$500.00
Presenting Series Clients* 3+ Events Per Season	\$2,800.00
Consecutive Performance Day	\$2,5200.00
Load In an/or Rehearsal Prime Rate	\$1,500.00
Load In & Rehearsal	\$1,000.00
Pre-Hang Day- Crew prep only, client is not on site.	\$500.00
Corporate/Business Sessions/Non-Profit	
Full Day- More than four hours	\$3,000.00 / \$2,625.00
Half Day- Less than four hours	\$2,000.00 / \$1,800.00
Patron's Lounge	
Full Day- More than four hours	\$1,600.00
Half Day- Less than four hours	\$800.00
Post-Show Use Fee	\$500.00
Pre-Show Use Fee	\$150.00
Lobby / Lobby Furniture Use	\$100.00
Lobby Rental	
Full Day	\$1,500.00
Half Day	\$800.00
Photography Session-	\$500 + \$100 each additional hour.
	Insurance additional cost.

INSURANCE

Renter must provide commercial general liability insurance coverage in the amount of no less than one million dollars (\$1,000,000.00) covering claims for personal injury, death, or property damage occurring in or about the building resulting from the negligence or willful misconduct of Renter during the Engagement or any performance of the Event ("additional insurance coverage"). Folly Theater shall be listed as an additional insured and such additional insurance coverage shall be primary to any insurance coverage maintained by Folly Theater and any insurance coverage maintained by Folly Theater shall be non-contributory with such additional insurance coverage.

STAFF HOURLY RATES

****Stage crew rates vary depending on a variety of factors, day of week, overtime, etc.****

LABOR: Corporate Rate || Straight Rate (4) hr example

Steward	\$224.64 Corporate Rate OR \$195.42 Standard Rate
Lighting/Sound/AV/Fly Head	\$218.92 Corporate Rate OR \$189.70 Standard Rate
Extra	\$218.92 Corporate Rate OR \$182.64 Standard Rate
Piano Tuner	\$175.00 per tuning

FRONT OF HOUSE STAFF (four hour minimum)

Usher & Host	*included with rental
House Manager (FOH)	\$25.00 x 4 = \$100.00
Box Office Personnel	\$22.50 - \$25.00 = \$100.00 or \$190 for two positions
KCMO Off Duty Police (4hr minimum) & 1hr admin	\$95.00 x 4 = \$475.00
Event Security Manager & Event Staff	\$27 - \$34.00 / hr Please discuss with Event Manager
Bag Check/ Wanding	\$1,500.00 (approx.)
Custodial	\$35 per person per hour
Reception Service (Bartender)	\$100 Please discuss with Event Manager

TECHNICAL IN-HOUSE EQUIPMENT RENTAL

Front Fill/Speaker Stacks	*included with rental
Folly 9' Concert Grand NY Steinway Piano	\$500.00 AND \$50.00 / day
Harlequin Dance Floor (Traditional/Classical Ballet Floor)	\$400.00 single day and \$50 consecutive day
Rosco Dance Floor (Modern Dance Floor)	\$350.00 single day and \$50 consecutive day
Screen 19' x 24'	\$150.00 flat fee
15K Lumen Projector	\$775.00 first day, \$1,300 (2) days \$1,950 (3+/-week rate)
Choral Risers (9) in house multiple configurations available	\$250.00 single day or \$625.00 weekly rate
Percussion Platforms (9) in house 4' x 8'	\$75.00 each
Wireless Mics or Wireless Intercom	\$75.00 per day
Pipe & Drape	\$30.00 per 8' section

EQUIPMENT RENTAL (OUTSOURCED)

Pricing for outsourced equipment not available on site will be determined by third party vendors.

The Folly is not equipped to provide linen service beyond autograph and/or merch table needs in lobby.

FOLLY THEATER FRONT OF HOUSE

PATRON'S LOUNGE 28' x 32'

MAXIMUM OCCUPANCY 85

The Folly is not equipped to provide linen service for private events. Please discuss these needs with your caterer.

\$150.00 USE FEE

AVAILABLE FURNITURE OPTIONS

(60) armless leather chairs

(10) wood grained board meeting tables

(10) 6' x 30" rectangular banquet tables plastic top

(6) 60" round banquet tables

(6) 30" round high tops

(6) 32" round low tops



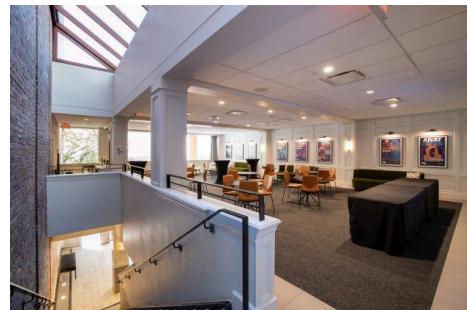
Example: Lecture Set Up North View



Example: Lecture Set Up South View



Lounge Set Up South View



Reception Set Up South View

PHOTO COMING SOON!

Dinner Set Up North View

PHOTO COMING SOON!

Dinner Set Up South View



Board Meeting North View



Board Meeting South View

IN HOUSE EQUIPMENT

The Folly is not equipped to provide linen service for private events. Please discuss these needs with your chosen caterer.

31.5" Low Top/High Top (6) available



30" High Top (6) available



60" Rounds (8) available



6' x 30" Banquet Tables plastic top (10) available



55" x 27.5" Board Meeting Tables
(10) available
Patron's Lounge Use Only



Armless Leather Chairs
(60) available



Place Settings // Stemware // Flatware \$15 per setting: includes plateware / flatware & glassware

(20) full place settings
Noritake Crestwood Gold
Dinner Plate // Salad Plate
Bread Plate

(16) full place settings
Pfaltzgraff Stainless Steel including:
Salad & Dinner Fork // Soup & Dessert Spoon
Steak - salad - bread knife



(16) wine goblets ___ oz
(___) stemless wine goblets 8 oz
(___) stemless wine goblets
10 oz

Portable Bar



Back

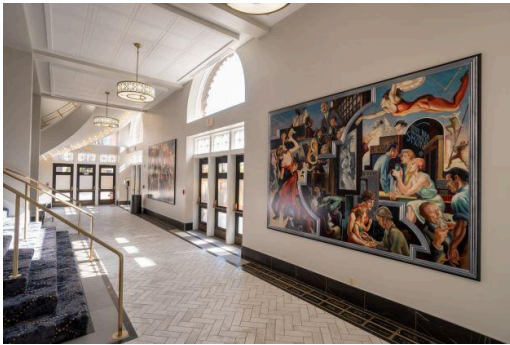
Front

Garment Racks
(6) available



Elevator 54" x 48"

Occupancy Load: 8 adults / 1,400 lbs
Provides access to lounge only. NOT theater balcony.



EAST LOBBY 66' x 22'

Maximum Occupancy: 122

Access to Theater Orchestra Level/Balcony Seating

(9) exit points to 12th Street

(3) exit points to Central Street

(4) 6' tables max on South Wall

WEST LOBBY 16' x 32'



Maximum Occupancy: 91

Main Entrances

(1) Rotating Door

(1) ADA Mechanical door

(1) Standard Door

Access to Box Office/Main Bar

Access to Restrooms/Patron's Lounge & Backstage

Brick Wall Length 12' (2) 6' tables max

MEZZANINE BALCONY

Maximum Occupancy: 110

66' x 22' total space

30' x 14' front of bar

Mezzanine Bar

Restrooms

Dressing Room (if approved by Folly Staff)



MONITOR DISPLAYS

JPG format only, scaled 1920 px W x 1080 px H

Load to a jump drive and deliver to Folly Staff 5 business days in advance of event.

Client created, static image, load only, no additional charge.

Images created/created by Folly staff, additional charge may apply.

The only one that is mp4 on a loop is the box office tv. The rest I would need the images and we'd upload them and schedule them through our signage system.

TVs behind the bar are 1080x1920 px vertical, and the other 4 are 1920x1080 horizontal.

Box Office Monitor



Patron's Lounge Monitor



MERCHANDISE

TO SHIP MERCHANDISE
Folly Theater Business Office
1020 Central, Suite 200
Kansas City, MO 64105
Attention: Stephanie Ornburn

Monday – Friday 9:30 am – 5:00 pm

If artist requests a return merch shipment, \$25 processing will apply.

CONTACT:

Event Manager Stephanie Ornburn
stephanie@follytheater.org
816-768-6880

****Instruct driver to stop in the business office FIRST (before unloading) to assess whether shipment should be dropped at the business office or at the venue****

IF VENUE SELLS:

85 / 15% Flat Commission on all products.

Folly does not administer sales tax which is currently 10.975%

Higher quantities of merchandise may require a paid seller at a rate of \$150.

Please request arrangements with Dir. Of Theater Ops a minimum of 2 weeks in advance to source.

If Folly is taking credit card purchases, Folly Finance Manager will settle with merch rep the following business day once merchandise report is available.

It is the responsibility of the Artist/Artist Rep/Promoter acting on behalf of Artist, to complete reporting and file with the state of Missouri including [Missouri Sales Tax Return 53-1](#) to

Missouri Department of Revenue
P.O. Box 840

Jefferson City, MO 65106-1525
Telephone 573-751-2836

IF ARTIST SELLS:

90 / 10% Flat Commission on all products.

Folly does not administer sales tax which is currently 10.975%.

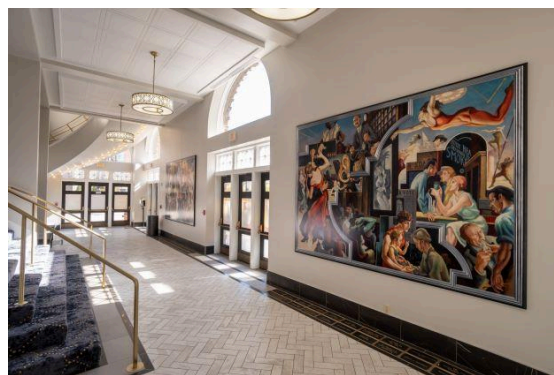
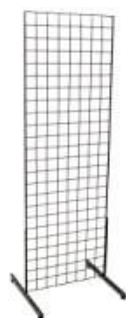
House Manager will work with artist/vendor to settle night of show or make arrangements for Finance Manager to settle following business day. It is the responsibility of the Artist/Artist Rep/Promoter acting on behalf of Artist to complete reporting and file with the state of Missouri including

[Missouri Sales Tax Return 53-1](#) to
Missouri Department of Revenue
P.O. Box 840

Jefferson City, MO 65106-1525
Telephone 573-751-2836.

OPTION #1 EAST LOBBY

(2) 6' H x 2' W grids available for vertical view of merchandise. Set up typically south side of east lobby. (right side in photo)



Because lobby is long and narrow, we limit tables to 2-3 in each section.

***** ABSOLUTELY NO ITEMS TAPED TO OR TOUCHING ARTWORK OR WALLS *****

OPTION #2 PATRONS LOUNGE

The patron's lounge has three points of entry allowing for an easy entry and exit. Elevator access provides convenient load in and out, ADA patron access and a discrete entry for talent as needed.

See additional photos pages 4 – 5.



FOLLY THEAT

EVENT NAME: _____

PERFORMANCE DATE: 1st Choice: _____

CONTACT	NAME
FOR CONTRACT	
FOR ADVANCE	
DAY OF SHOW	
FOR SETTLEMENT	
FOR MERCH	

TENTATIVE SCHEDULE	
	ARRIVAL TIME
	LOAD IN TECH
	REHEARSAL SOUND CHECK
	LUNCH BREAK
	DINNER BREAK
	PRE-SHOW RECEPTION / VIP / M+G (if applicable)
	BOX OFFICE LOBBY OPEN
	HALL OPEN (60" before curtain stand)
	CURTAIN
	INTERMISSION (15" standard)
	END CURTAIN
	POST-SHOW RECEPTION / VIP / M+G (if applicable)
	DEPART END OF DAY

FOLLY THEATRE

SHOW BUILD ITEMS REQUIRED	
	SIGNED TICKET SET UP FORM
	EVENT DESCRIPTION & AD M
ITEMS REQUIRED BE	
	CURRENT W9
	EXECUTED CONTRACT
	EXECUTED COST ESTIMATE
	FIRST DEPOSIT
ITEMS REQUIRE	
	SECOND DEPOSIT (if applicab
	CERTIFICATE OF INSURANCE (requirements listed in cost estim
	COMPLETED AND SUBMITTED

TICKETING: ALL BOX OFFICE SERVICES A

- ☐ General Admission _____ An
☐ Reserved _____ On
 _____ Bo

- \$6 per ticket fee will be applied to each purchase order purchaser at point of sale.
- A \$2 mailing fee, \$1 will call fee, and/or credit card tra when applicable

SHOW DESCRIPTION: _____

The information I have provided is accurate and I agree to changes or revisions to technical

Authorized Representative Signature

RENTAL PROCESS

To begin the rental process, contact the Event Manager directly via email and attach a completed rental form. Please include as much information as possible, including preferred date, full schedule and tech rider for the event, if available. Once received, the application will be reviewed, and client will usually be contacted within five business days. Submission of a rental form is NOT a confirmation, nor is an estimate. A fully executed contract, estimate and first deposit confirm the rental.

ESTIMATES & SETTLEMENTS

After the Event Manager has received enough production details, including proposed event schedule, staff needs and technical requirements, an event estimate will be sent to the renter. The financial figures are estimates only, based upon information provided at the time requested. Any additional requests made by renter, renter's agent or artist could increase staff or rental costs. The final event settlement will be invoiced based upon actual event expenses as billed, including labor costs and other services provided. If expenses are less than those in the cost estimate, the difference will be reflected on the final invoice.

HOLD & DEPOSIT

A max of five hold dates are allowed per renter. Hold date(s) are tentative only and are open to challenge until a first (non-refundable) deposit of \$1,000 (per event day) is received. A fully executed estimate, contract AND first deposit are required to confirm an event.

The second deposit, is the balance listed on the cost estimate and is due five business days prior to load in. Accepted forms of payment include business check, certified bank/cashier's check, money order or bank wire. Credit card payment is NOT an accepted form of payment. If the Folly is selling tickets on behalf of client, ticket sales will be held in escrow to cover the balance of the second deposit. Renter shall be notified approximately ten (10) business days prior to event whether second deposit payment, or any portion thereof, may be waived or required to cover any remaining balance due.

FOLLY DATE CHALLENGE POLICY

Should a client prefer a date on the calendar held by another renter who has not yet paid a first deposit, the opportunity to challenge a date is an option. *To start this process, challenging party must have already received a cost and labor estimate.* Notify the Event

Manager of the challenge request by email. Upon acknowledgement of the challenge, the Manager will confirm receipt of the challenge and will notify the renter with the first hold. Renter with the first hold has 48 business hours (business as defined as Monday – Friday) to submit by email a letter of intent to go to contract, along with a non-refundable deposit in the amount of \$1,000 (per day). Accepted forms of payment include certified bank/cashier's check, money order, or bank wire-transfer. Bank wire-transfer payments will be assessed a bank fee.

In the event the renter with the "First Hold" fails to retain and secure the date as outlined above, the date shall be released to the renter who has challenged the date. Challenging individual or organization then has 48 business hours to submit by email a letter of intent to go to contract, along with a non-refundable deposit in the amount of \$1,000 (per rental day). Accepted forms of payment include certified bank/cashier's check, money order, or bank wire-transfer. Bank wire-transfer payments will be assessed a bank fee.

If challenging party fails to submit letter of intent or deposit within the defined time frame, the challenge to the date(s) will be released.

ON SITE TOUR/PRODUCTION MEETING

Please note tours must be scheduled around both the Folly master performance calendar and work calls for staff and union crew. We will do our best to schedule a tour/meeting as quickly as possible. Please note our Tech Director works a variety of other performance venues in the region so while we will do our best to accommodate, we cannot always guarantee availability on short notice.

DAMAGE DEPOSIT

A damage deposit may be required, depending on type of rental use.

POSTPONEMENTS

In the event of a postponement, Folly staff will work with the renter to reschedule an alternate event date within the same fiscal year the event is scheduled (through August 31). Hard costs will depend on individual circumstances and when the cancellation takes place. For postponements due to artist illness, travel or weather delays, low ticket sales or other unforeseen complications, the following policies will be in effect.

If postponed more than 30 days in advance of the event date, and a mutually agreeable date is confirmed within the same fiscal year, the first deposit will be transferred to the new date along with any hard costs incurred.

If postponed less than 30 days in advance of the event date, more than 24 hours prior to the event and a mutually agreeable date is confirmed within the same fiscal year, the first deposit will be transferred to the new date along with any hard costs incurred up to the time of postponement.

If postponed less than 24 hours prior to the event and a mutually agreeable date is confirmed within the same fiscal year, the first deposit will be transferred to the new date less any hard costs incurred. A hard cost settlement will be sent to the client within 2-4 business days after postponement.

CANCELLATIONS

If the event must be cancelled due to artist illness, travel complications or other unforeseen complications the following policies will be in effect.

If cancelled up to 24 hours prior to the event, a 50% cancellation fee and deduction of hard costs will apply. Hard costs will depend on individual circumstances when the cancellation takes place and costs incurred up to the time of cancellation.

If canceled less than 24 hours prior to the event, a 50% cancellation fee will apply in addition to stage crew four-hour minimum and any third-party rentals incurred up to the time of cancellation. If cancelled after crew is on site, the four-hour minimum or actual hours will be billed on settlement.

FOLLY TICKETING POLICIES

FOLLY AS PRIMARY BOX OFFICE OUTLET FOR CLIENT

Unless a renter has Presenting Client Status, the Folly Theater will serve as the exclusive sales outlet for all performances. The Folly's Box Office Manager will set up the event(s) on the Folly's Ticketing System (Spektrix). Folly Staff will send a ticket setup request form (example next page) to coordinate client ticket prices, wording on face of

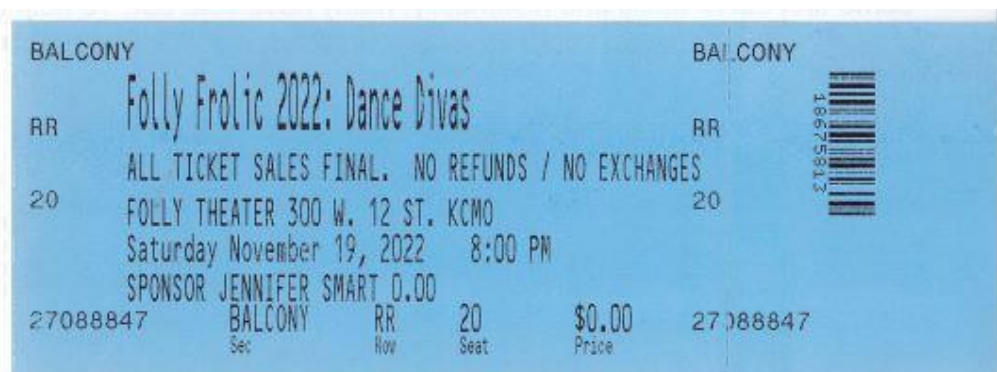
ticket, how to apply fees, etc. Once the contract, cost estimate, deposit and ticket set up form are submitted, the Folly Box Office Manager will put the event in the ticket building queue. This queue can take up to ten business days to load to the system depending on time of year and the number of other rental events waiting entry. All necessary scaling and promotion codes must be submitted at the time show is built. **Any change requests once show is on sale will be subject to a \$10 change order (per change).**

Tickets are available for purchase by phone and the Folly website (if applicable). A ticket link to the sales page can be forwarded to Renter to add their own website for seamless ticket sales. In person ticket sales are available in the Folly Theater Business Office Monday – Friday 10:00 am – 5:00 pm. 114 W. 11th St., Suite 150, KCMO 64105

When a patron orders a ticket by phone, online, or in person, the patron will be assessed a standard \$3 Box Office Fee, and \$3 Historic Preservation Fee). A \$2.50 credit card convenience fee, \$2 mailing fee or \$1 will call fee will be billed to patron at point of purchase if applicable. *Ticket fee structure must be decided at the time of contract negotiation.*

Depending on options Renter selects for on sale, patrons have the option to print a paper ticket at home, present an e-ticket on their phone, pick up paper tickets at will call or have their tickets mailed. If choosing USPS, tickets are sent a week from order and service can take 7 – 14 days or longer.

SAMPLE SPEKTRIX TICKET FACE



BOX OFFICE SERVICE FEES-ASSESSED TO RENTAL CLIENT AT SETTLEMENT

General Admission Build & Seating Chart Set-Up	This fee is built into the general rental of the theater.
Assigned Seating Build & Seating Chart Set Up	This fee is built into the general rental of the theater.
VIP/Premium Ticket Build	\$150.00 per performance if applicable
This upgrade applies when multiple VIP or Premium promotional packages are offered.	
Rush Fee	\$500 per performance if applicable
While it is possible to rush an on-sale date to load to the Folly's ticketing platform, a rush will incur a \$500 Rush Fee. Rush would be defined as going to contract with a show less than thirty days before show date or going to contract, ticket build and on sale in less than ten business days. Please discuss with Folly Staff, additional requirements apply.	
Third Party Discount Programs (Vet Tix, Teen Tix, etc.)	\$35.00
Ticket Printing Fee	This fee is built into the general rental of the theater.
Customer List Opt In (Post-Show email list generation)	This fee is built into the general rental of the theater.
Change Order	\$10 per change
A change order will apply toward any discount or group code made to the ticketing platform once the show has been loaded and released to the public for sale. We encourage you to work with Box Office Staff to create all codes prior to on sale.	
BOX OFFICE SERVICE FEES-ASSESSED TO PURCHASER AT POINT OF SALE	
Box Office & Online Platform Service Charge	\$3.00

Building Preservation Fee/Facility Fee	\$3.00
Preservation Fee will apply to all clients, commercial, non-profit, and applied to all price points and to comp tickets in excess of 3% of the hall capacity with is 30 tickets.	
Mailing Fee	\$2.00 (when applicable)
Will Call Fee	\$1.00 (when applicable)
Credit Card Fee	\$2.50 flat fee per purchase

Folly Theater Ticket Build Form

1. Name of Event: How it should appear on the ticket *Maximum 45 characters*

2. Event Date: _____ **Time of Event:** _____ ☐ AM / ☐ PM

3. Pre-sale (10 business days minimum notice) ☐ YES / ☐ NO

If yes: Pre-sale date: _____ **Time:** _____ ☐ AM / ☐ PM Pre-Sale Code: _____

4. Event Announcement Date: _____ **General On-sale date:** _____

5. ☐ Reserved Seating **OR** ☐ Seated General Admission

6. Pricing (before fees) Price #1 _____ Price #2 _____ Price #3 _____ Price #4 _____ Price #5 _____ Price #6 _____

7. Holds: Quantity: _____ Any specified locations: _____

8. Promotions/Discounts (include any discounts, group sales, discount codes, fanclub, etc with start & stop dates)*

Promotions/Discounts offering a percentage % off will be taken off the base ticket price, prior to fees

Discounts/promotions do not need to be offered immediately, if you think you may be interested in offering something during the lifetime of your event being on-sale, let us know now during this beginning setup stage to avoid change order fee.

******A \$10 change order fee will be applied per change and addition once show is built and on sale.*****

9. Audit: What day(s) of the week would you like ticket counts sent, and to what email(s)?

FEES: The following will be directly assessed at settlement

\$250 Rush Fee (event date less than 30 days from first sale date OR first sale date less than 10 business day notice OR ticket build items not received in full within 10 business days prior to first sale date)

\$150 Premium/VIP Set Up

\$35 Third Party Discount Platforms/Each (Vet Tix, Teen Tix, etc.) (per occurrence)

\$10 Customer Solicitation Opt-In (list of patrons who self select to be on production contact list during sales checkout –**must be requested prior to event being on sale**, list shared after event conclusion)

\$10 Utilizing Hard-Copy Ticket Stock for purchase (Mail/Will Call)

\$10 Discount Code/Promotion Change Order Fee (per occurrence)

\$3 Complimentary tickets requested by CLIENT exceeding 3% of sellable inventory (per ticket)

A \$6 per ticket fee will be applied to each purchase order (\$3 Historic Preservation Fee, \$3 Box Office Fee) \$2 mailing fee, \$1 will call fee, and/or credit card transaction fee will be charged to the ticket buyer when applicable

Only tickets purchased through Folly Theater ticketing platform may be admitted entry into the venue. Any tickets, vouchers, coupons, etc that are sold or distributed outside of the platform will be deemed invalid third-party ticketing and admittance or redemption will not be granted.

Designated Contact Name: _____ **Phone:** _____ **Email:** _____

**Designated Contact is only person who may authorize ticket changes and requests, unless otherwise arranged*

By signing below I agree I have read, understand and agree to ticketing as outlined above:

Authorized Representative Signature

Date

****AN ELECTRONIC EXCEL FILE WITH SEATING CHART OPTIONS IS AVAILABLE UPON REQUEST****

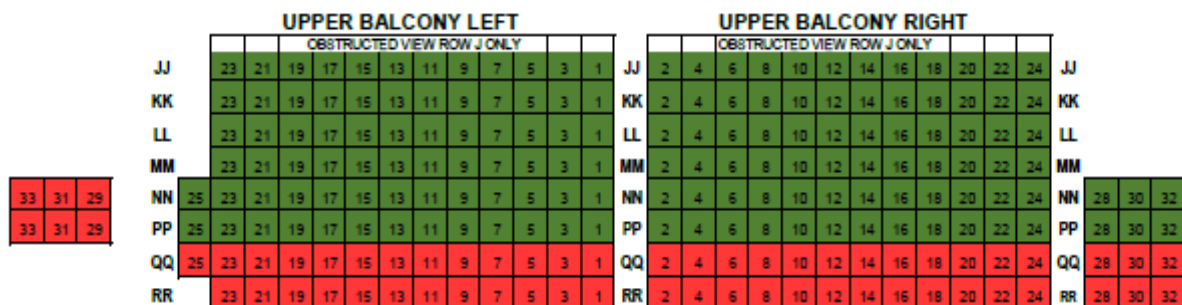
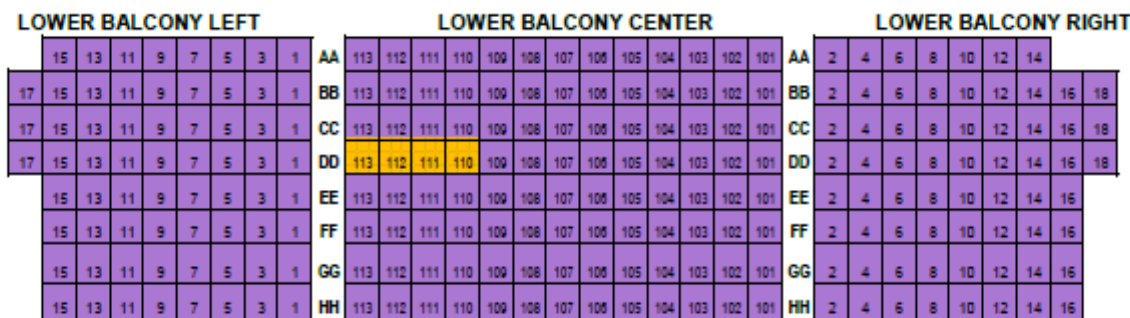
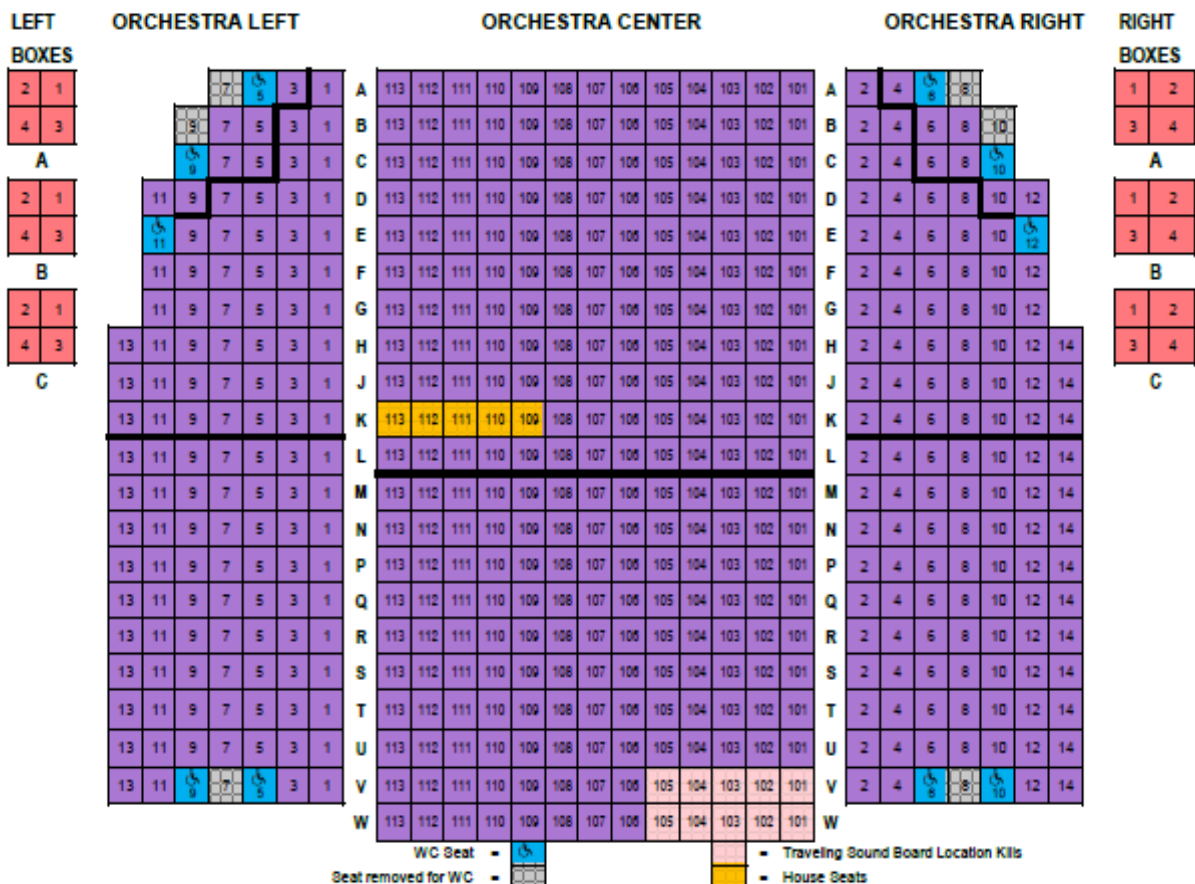
Boxes	24
Orchestra	531
Lower Balcony	237
Upper Balcony	213
TOTAL SEATS	1005
Less ADA Kils	999
Less House Seats	989
Less Sound Board	979





FOLLY STAGE

Boxes	24
Orchestra	531
Lower Balcony	237
Upper Balcony	213
TOTAL SEATS	1005
Less ADA Kils	999
Less House Seats	989
Less Sound Board	979



= PP1 = PP2 = PP3 = PP4

CUSTOM SEATING CHART



STAGE

ORCH LEFT		ORCHESTRA CENTER														ORCH RIGHT		LEFT BOXES		RIGHT BOXES	
A		7	8	9	10	11	12	13	14	15	16	17	18	19	20	A		A		A	
B		11	12	13	14	15	16	17	18	19	20	21	22	23	24	B		B		B	
C		11	12	13	14	15	16	17	18	19	20	21	22	23	24	C		C		C	
D		13	14	15	16	17	18	19	20	21	22	23	24	25	26	D		D		D	
E		13	14	15	16	17	18	19	20	21	22	23	24	25	26	E		E		E	
F		13	14	15	16	17	18	19	20	21	22	23	24	25	26	F		F		F	
G		13	14	15	16	17	18	19	20	21	22	23	24	25	26	G		G		G	
H		13	14	15	16	17	18	19	20	21	22	23	24	25	26	H		H		H	
J		13	14	15	16	17	18	19	20	21	22	23	24	25	26	J		J		J	
K		13	14	15	16	17	18	19	20	21	22	23	24	25	26	K		K		K	
L		13	14	15	16	17	18	19	20	21	22	23	24	25	26	L		L		L	
M		13	14	15	16	17	18	19	20	21	22	23	24	25	26	M		M		M	
N		13	14	15	16	17	18	19	20	21	22	23	24	25	26	N		N		N	
P		13	14	15	16	17	18	19	20	21	22	23	24	25	26	P		P		P	
Q		13	14	15	16	17	18	19	20	21	22	23	24	25	26	Q		Q		Q	
R		13	14	15	16	17	18	19	20	21	22	23	24	25	26	R		R		R	
S		13	14	15	16	17	18	19	20	21	22	23	24	25	26	S		S		S	
T		13	14	15	16	17	18	19	20	21	22	23	24	25	26	T		T		T	
U		13	14	15	16	17	18	19	20	21	22	23	24	25	26	U		U		U	
V		13	14	15	16	17	18	19	20	21	22	23	24	25	26	V		V		V	
W		13	14	15	16	17	18	19	20	21	22	23	24	25	26	W		W		W	

LOWER BALCONY LEFT								LOWER BALCONY CENTER																LOWER BALCONY RIGHT															
15	13	11	9	7	5	3	1	AA	113	112	111	110	109	108	107	106	105	104	103	102	101	AA	2	4	6	8	10	12	14										
17	15	13	11	9	7	5	3	1	BB	113	112	111	110	109	108	107	106	105	104	103	102	101	BB	2	4	6	8	10	12	14	16	18							
17	15	13	11	9	7	5	3	1	CC	113	112	111	110	109	108	107	106	105	104	103	102	101	CC	2	4	6	8	10	12	14	16	18							
17	15	13	11	9	7	5	3	1	DD	113	112	111	110	109	108	107	106	105	104	103	102	101	DD	2	4	6	8	10	12	14	16	18							
	15	13	11	9	7	5	3	1	EE	113	112	111	110	109	108	107	106	105	104	103	102	101	EE	2	4	6	8	10	12	14	16								
	15	13	11	9	7	5	3	1	FF	113	112	111	110	109	108	107	106	105	104	103	102	101	FF	2	4	6	8	10	12	14	16								
	15	13	11	9	7	5	3	1	GG	113	112	111	110	109	108	107	106	105	104	103	102	101	GG	2	4	6	8	10	12	14	16								
	15	13	11	9	7	5	3	1	HH	113	112	111	110	109	108	107	106	105	104	103	102	101	HH	2	4	6	8	10	12	14	16								

UPPER BALCONY LEFT													UPPER BALCONY RIGHT														
POTENTIALLY OBSTRUCTED VIEW ROW JJ ONLY													POTENTIALLY OBSTRUCTED VIEW ROW JJ ONLY														
JJ	23	21	19	17	15	13	11	9	7	5	3	1	JJ	2	4	6	8	10	12	14	16	18	20	22	24	JJ	
KK	23	21	19	17	15	13	11	9	7	5	3	1	KK	2	4	6	8	10	12	14	16	18	20	22	24	KK	
LL	23	21	19	17	15	13	11	9	7	5	3	1	LL	2	4	6	8	10	12	14	16	18	20	22	24	LL	
MM	23	21	19	17	15	13	11	9	7	5	3	1	MM	2	4	6	8	10	12	14	16	18	20	22	24	MM	
NN	25	23	21	19	17	15	13	11	9	7	5	3	1	NN	2	4	6	8	10	12	14	16	18	20	22	24	NN
PP	25	23	21	19	17	15	13	11	9	7	5	3	1	PP	2	4	6	8	10	12	14	16	18	20	22	24	PP
QQ	25	23	21	19	17	15	13	11	9	7	5	3	1	QQ	2	4	6	8	10	12	14	16	18	20	22	24	QQ
RR	23	21	19	17	15	13	11	9	7	5	3	1	RR	2	4	6	8	10	12	14	16	18	20	22	24	RR	
LIMITED LEG ROOM ROW RR - MAY BE STANDING													LIMITED LEG ROOM ROW RR - MAY BE STANDING														

LIMITED LEG ROOM ROW RR - MAY BE STANDING

swing-arm seat = = traveling sound board location kills
 seat kills/not sold = = houses seats
 fixed seat to be sold for companions accompanying wheelchair patrons = = open space to accommodate for wheelchairs

PL1 PL2 PL3 PL4 PL5 PL6

MARKETING & PR OPTIONS

MONITOR DISPLAYS

PNG format only, scaled 1920 px W x 1080 px H

Load to a jump drive and deliver to Folly Staff 5 business days in advance of show.

Client created, static image, load only, no additional charge.

Images created/created by Folly staff, additional charge may apply.

Box Office Monitor



Patron's Lounge Monitor



DISPLAY POSTERS

The Folly has (3) exterior display cases and (6) display locations in the lobby to hang promotional posters. These locations are subject to availability. Please design with full bleed dimensions 34" Wide x 50" Tall. Rental clients can choose to send to their printer of choice and ship to the Folly. Folly staff can also traffic printing materials through our local printer.

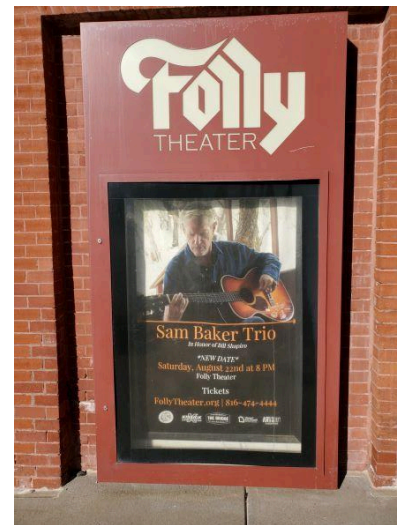
Please discuss your preferences with our Marketing Manager.

CONTACT:

Marketing Manager Cassidy Manetta
cassidy@follytheater.org
816-768-6882

SHIP POSTERS TO:

Folly Theater Business Office
1020 Central, Suite 200
Kansas City, MO 64105
Attention: Cassidy Manetta



BEVERAGE SERVICE

The Folly Theater provides beverage service for all public and private events. Once the event has been confirmed, please contact the Folly's Bar Managers with your service needs including desired hours of service, hosted or cash bar, menu options, etc. Specialty drinks or custom menus available.

Brandy Hersch-Bar Manager		Kathy Nehls-Bar Manager	
DIRECT	816-786-8595	DIRECT	816-916-0433
EMAIL	brandy.hersch@gmail.com	EMAIL	kastipek@msn.com

Recommended Caterers

Brancato's Catering – Alyssa Palumbo		Inspired Occasions– Jeff French	
505 Kansas Ave. KCKS 66106		6306 Morningside Drive, KCMO 64113	
DIRECT	816-765-4707	DIRECT	816-444-8372
EMAIL	APalumbo@brancatocatering.com	EMAIL	jeff@inspiredoccasionskc.com
WEBSITE	Brancatocatering.com	WEBSITE	Inspiredoccasionskc.com

Dutzel's Catering – KT McCalla		Relish Catering	
DIRECT	816-323-0716	DIRECT	913-563-5776
EMAIL	info@dutzelscatering.com	MOBILE	relishcatering@kchopps.com
WEBSITE	Dutzelscatering.com	EMAIL	Relishkc.com

FOLLY THEATER BEVERAGE SERVICE REQUEST

REQUEST SUBMITTED BY:		TODAY'S DATE:		
Main Contact:		Phone: _____		
Street Address:		Email: _____		
City / State / Zip:				
Event Name:		Number of Guests: _____		
Event Date:		Service Start & End: _____		
Event Type: ☐ Hosted Reception ☐ Drink Tickets ☐ Cash Bar		Check all that apply: ☐ Pre-Show Reception (\$100) ☐ Intermission ☐ Post-Show Reception (\$500)		
Catering ☐ Appetizers Check all that apply: ☐ Full Dinner ☐ Passed ☐ Buffet ☐ Hired Caterer ☐ Client Purchase Internally Catering Contact: _____ Email: _____ Cell Number: _____		Event Location ☐ Main Lobby Bar Check all that apply: ☐ Patron's Lounge ☐ Mezzanine Bar ☐ Stage 3 rd Party Equipment: ☐ Yes ☐ No Rental Contact: _____ Email: _____ Cell Number: _____		
BEVERAGE SELECTION	BRAND AVAILABLE	Hosted Reception	Cash Bar	Select Option
LOCAL CANNED BEER	Boulevard Pale Ale Boulevard Wheat Boulevard Space Camper	\$7	\$8	☐
CANNED COCKTAILS	Deep Eddy's Lemon Vodka & Soda Deep Eddy's Lime Vodka & Soda Deep Eddy's Grapefruit Vodka & Soda	\$8	\$9	☐
HARD SELTZERS	Quirk Strawberry Lemon Quirk Cherry Blossom Lime	\$7	\$8	☐
LIQUOR	West Bottom Whiskey Jim Beam Bourbon Whiskey Deep Eddy's Vodka Deep Eddy's Lime Vodka Restless Spirit Gin Calypso Coconut Rum Calypso Gold Rum *Includes mixers listed below, lemons and limes	\$8/Single	\$9/Single	☐ ☐ ☐ ☐ ☐ ☐ ☐
NON-ALCOHOL*	Boulevard Wheat Non-Alcoholic* Quirk Superfruit Non-Alcoholic*	\$7	\$8	☐
	Coke, Diet Coke, Sprite, Tonic, Club Soda, Cranberry Juice, Orange Juice, Pineapple Juice	\$3	\$3	☐
	Sparkling Water	\$3	\$3	☐
	Bottled Water	\$2	\$2	☐

	Coffee by the Pot	\$25	NA	☐
WINE	Bota Pinot Grigio Bota Red Blend	\$7	\$8	☐
WINE BY THE BOTTLE	Conundrum Red Blend Conundrum White	\$31/Bottle	NA	☐
	Santa Rita, 120 Cabernet	\$27/Bottle	NA	☐
	Santa Rita, 120 Sauvignon Blanc			☐
	Santa Rita, 120 Chardonnay			☐
SPARKLING WINE BY THE BOTTLE	Freixenet Prosecco*	\$34/Bottle	NA	☐
	Ruffino Prosecco*	\$31/Bottle	NA	☐
	Cupcake Prosecco*	\$31/Bottle		☐
	Ruffino Sparkling Rose*	\$31/Bottle	NA	☐
	Cupcake Sparkling Rose*	\$31/Bottle		☐
	<i>*Sparkling wines are a special order and will be billed to Client in-full based on guaranteed order by the case of 12.</i>			
STANDARD COCKTAIL	Folly Fizz Vodka Cherry Limeade West Bottoms Whiskey Old Fashioned Blackberry Lemonade Whiskey Margarita	\$9/single	\$9/single	☐
SPECIALTY COCKTAIL	Priced based on Ingredient and Quantity			☐
GLASSWARE	9 oz Stemless Wine Glasses 12 oz Stemless Wine Glasses 6 oz Champagne Flutes	.50/each	.50/each	☐

FAQ's

Standard bartender fee is \$80 with a 4-hour minimum arrival for set-up, service and strike and \$20 each additional hour per bartender.

Standard Reception Service: One (1) bartender per 50 guests.

All beverages will be billed based on consumption with the exception of special-order items which will be billed by quantity ordered.

Beverages will be served in the original can or clear plastic cup unless otherwise requested.

Ice will be provided as needed at no additional charge.

A 20% gratuity will be added to the final settlement. Gratuity is based on consumption.

Prices valid through July 31, 2026 however, product and price points may change based on availability from our providers.

Deposits and final payments will be based on agreed upon contracts.

Contact the Bar Management for special requests or additional questions.

Kathy Nehls, CMP at 816-916-0433 kastipek@msn.com
Brandy Hersch at 816-786-8595 Brandy.Hersch@gmail.com

Updated July 14, 2025

RATES AND POLICIES SUBJECT TO CHANGE

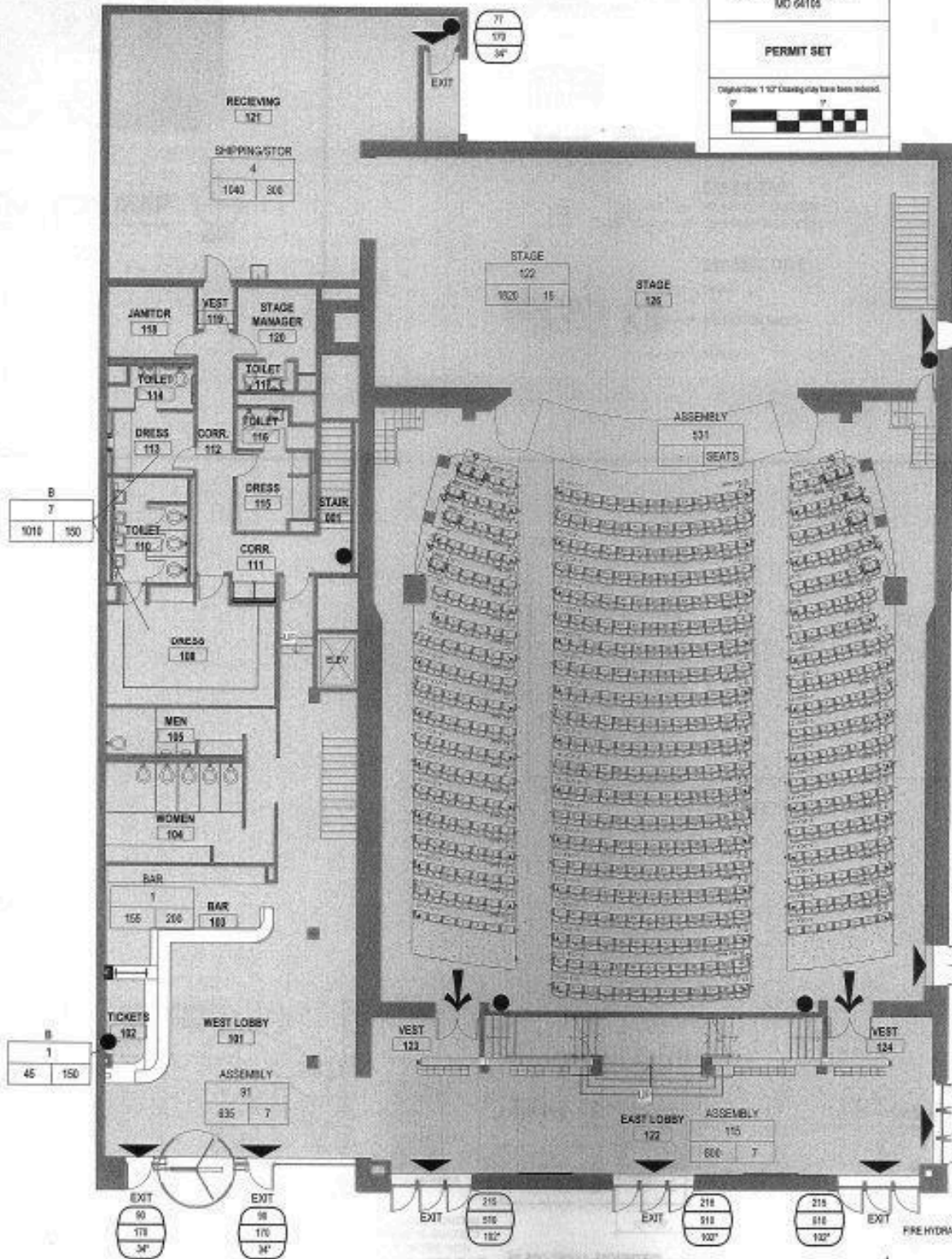
FOLLY THEATER VENUE FOOTPRINT

FOLLY THEATER

PERFORMING ARTS
FOUNDATION OF KANSAS
CITY
300 W 12th St, Kansas City,
MO 64105

PERMIT SET

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LIFE SAFETY PLAN LEVEL ONE

3/32" = 1'-0"

A3

