



Give Your Guests the Royal Treatment at Your Next Event at the Boch Center

Experience the Art of Entertaining

Two Theatres. Endless Possibilities.

Located in the fashionable Downtown Boston theatre district, the **Boch Center Wang Theatre** is the perfect venue for a variety of special events and meetings. Restored to its 1920s elegance, this marvelous historic landmark is able to accommodate intimate gatherings of twenty to full-scale events for several thousand.

Picture your next special event, wedding, bar mitzvah, or corporate meeting in the spectacular Grand Lobby, with its one hundred foot domed ceiling, grand staircase, fifteen-foot chandeliers, and opulent decor. Modeled after the Palace of Versailles, the Grand Lobby will make your guests feel like royalty.

Consider a new product introduction or a national sales incentive meeting in the opulent 3,600-seat theatre. As one of the largest stages in the country, the theatre offers a unique opportunity to hold an elegant dinner or fundraising gala right on stage.

During a pre-performance reception, watch the crowd stream into the Grand Lobby from your perch at an intimate cafe table in the Amaral Court or Loge Promenade – each an ideal setting for a gathering of up to 90 people.

Another option for a reception or a seminar is the Metropolitan Room. This classic room is equipped with its own bar, comfortable armchairs, and grand piano. The Metropolitan Room offers privacy in a wonderfully relaxing environment.

The **Boch Center Shubert Theatre** is considered ‘The Little Princess’ of Boston’s theatres. The Shubert Theatre is a sophisticated setting for a corporate meeting and the stage is intimate enough for all types of celebrations.

We hope you consider the Boch Center for an upcoming event. We welcome the opportunity to speak with you in greater detail about your special event needs.

For rental information, email booking@bochcenter.org, or call Functions Sales at 617-532-1297. Please visit us online at www.bochcenter.org.



I) The Boch Center Function Rooms and Spaces:

Boch Center rooms are available for performance nights and non-performance nights. All events are priced separately.

The Boch Center Wang Theatre

Location	Standard Capacity			Room Fee
	Cocktails	Seated	Theatre Style	
Grand Lobby <i>Opulent lobby space with 100 ft. domed ceiling, columns and gilding</i>	500	180	225	\$1,700.00
Lower Lobby <i>Elegant room with warm walnut wood walls inlaid with gold</i>	300	220	225	\$800.00
Metropolitan Room <i>Old Fashioned Classic Club Room with grand piano, comfortable furniture and built in bar</i>	100	80	60	\$500.00
Loge Promenade	100	90	50	\$500.00
Amaral	91	73		\$500.00
Suskind <i>Welcoming balconies overlooking the Grand Lobby set amidst the chandeliers and columns</i>	91	73		\$200.00
Wang Lounge <i>Private Lounge with all the amenities just beyond the Dress Circle</i>	25	12		\$250.00
Hancock Lounge <i>Modern Lounge with private bar and bath on the mezzanine</i>	30	15		\$250.00
3 rd Floor Lobby†	225	160	50	\$350.00
4 th Floor Lobby‡ <i>Balconies overlooking the Loge Promenade and Grand Lobby</i>	225	160	50	\$350.00
Wang Theatre Stage*	1500	700	650	\$2,500.00
Wang Theatre – lobbies, theatre, stage			3600	\$10,000.00



The Boch Center Shubert Theatre

Location	Standard Capacity			Room Fee
	<i>Cocktails</i>	<i>Seated</i>	<i>Theatre Style</i>	
Shubert Theatre Lobby	75	50	100	\$500.00
Shubert Theatre Stage*	350	220	200	\$2,500.00
Shubert Theatre – lobbies, theatre, stage			1500	\$8,500.00

† Available only in conjunction with the Amaral Suskind and Loge.

‡ Available only in conjunction with the Amaral Suskind and Loge and 3rd Floor.

** The Wang Theatre Stage is rented only in conjunction with the lobby spaces. The final price of the stage will be dependent on their use.*

The Boch Center theatres are nonprofit theatres. All events will incur hourly rates for one or more of the following: event managers, ushers, facilities, cleaning, security, and stage hands as part of their overall event. Each event will be priced for the hours of the events, including set up, event time and event strike. Event logistics may affect the final pricing.

Additional Charges:

- All rooms are rented 'as is.'
- The room set up will determine the staffing levels needed.
- Audio/Visual equipment can be provided with proper notice.
- Rental of a/v equipment or bringing in of a/v equipment requires the Theatre Facilities staff/stage hands to set-up, operate, and break down all equipment.

Portrait LCD Specs (4 in Box Office Lobby), Wide Screen LCD Specs (1 in Box Office Lobby), and WindowGain Display:

- Vector artwork is highly recommended.
- No video is currently accepted.

Wang Marquee and Shubert Marquee:

- All common image formats are accepted.
- Video is accepted but only in an uncompressed .AVI format at 288x144.



II) Boch Center's Approved Catering List:

The Boch Center is pleased to recommend the following caterers for all of your catering needs. Outside private caterers are not permitted.

Catering Company	Contact Name	Telephone	Email
Above and Beyond	Mark Haley	617-426-5999	mark@aboveabc.com
Bakers Best	Donna Stein	781-465-2104	dstein@bakersbestcatering.com
Capers Catering	Emma Roberts	781-279-5100	eroberts@caperscatering.com
Catering with Distinction	Andrew Korn	617-345-4200	andrew@cateringwithdistinction.com
Cuisine Chez Vous	Walter Davis	617-576-3652	wdavis@cuisinechezvous.com
Gourmet Caterers	Amy Porchenick	857-728-2089	amyp@gourmetcaterers.com
Jules Catering	Kim Gericke	617-628-5977 x 27	kgericke@julescatering.com
Lavishly Dunn Catering	Jennifer Yukna Margaret Nichols	617-921-8993	jen@lavishlydunn.com
La Fête Catering	Nichols	508-655-2431	mnichols@lafetecatering.com
Max Ultimate Foods	Dan Mathieu	617-427-9799	dan@maxultimatefood.com
The Catered Affair	Andrew Marconi	781-982-9333 x 222	andrew.marconi@thecateredaffair.com

Catering Professionals

Your caterer will provide you with a detailed menu and proposal including staff.

A four-hour event usually requires a two-hour set up and a one-hour clean up. Therefore, for a four-hour event, there may be at least seven billable hours per catering professional.

The number of guests, menu selection, event logistics, style, and timing of the event determine the level of staff necessary.

Equipment Rental

Your caterer will work with you to determine the rental needs for your event. Please note that Be Our Guest Party Rentals has the exclusive on the venue.

Additional Items and Vendors

The Boch Center and its preferred caterers can provide you with a great variety of recommendations for services such as lighting, audio/visual, flowers, music, favors, candles, and valet parking.



III) Boch Center's Beverage Service for the Wang and Shubert Theatres (Centerplate)

The Boch Center is pleased to have **Centerplate** as our exclusive in-house concessions and beverage service providers. The Boch Center events manager and the beverage director work together to create a beverage package that will work for you and your guests. You may choose to offer a full bar (premium or top shelf), beer and wine, champagne, or soft drinks. Beverage service options include a consumption bar and cash bar for both beer and wine only or for a full bar. For pre-performance events, the bar services will automatically switch to plastic ware if the show allows beverages into the theatre.*

*Always available for a pre-performance reception.

We offer a selection of beer, wine, liquor, champagne/sparkling wine, soda, juices, and waters to choose from. All beverage quotes include all beverages, bartender, plastic ware, ice, bar fruit,* and management fee. The bar services do not provide glassware for the bar; this may be arranged through your caterer. The bar services will provide beverages for butler service and the caterer of your choice will serve.*

*Bar services will provide lemons and limes. Please request any other/specialty fruit.

Consumption Bar Estimates:

Cocktail Party: We estimate a full bar with beer, wine, soda, and martinis for a 3-hour cocktail reception at \$35 per guest, inclusive of beverages, labor, tax, and management fee.

Corporate, Social, or Wedding Reception: We estimate a 4-5 hour event with cocktail hour, dinner with wine service, and dancing/post dinner celebrating at \$45 per guest, inclusive of beverages, labor, tax, and management fee.

*Above prices assume house selection of wines, beers and spirits. House brands are top shelf. Final bill is reflective of event consumption.

*Requesting martini and specialty cocktails may increase the estimate.

Centerplate at the Boch Center Wang and Shubert Theatres

Liquor Selection:

Vodka: Reyek Vodka

Gin: Hendricks

Rum: Bacardi and Sailor Jerry Spiced Rum

Scotch: Dewars

Whiskey: Jim Beam

Tequila: Milagro



Cordial Selection:

Cordials are available upon request

Beer Selection:

Sam Adams / Heineken / Amstel Light / Miller Light

Wine Selection:

House Wine: Canyon Road Pinot Grigio, Sauvignon Blanc, Chardonnay, White Zinfandel, Pinot Noir, Merlot, and Cabernet Sauvignon.

*All bar estimates are compiled using the House Wine price point of \$28 per bottle.

Sparkling Wine:

Freixenet (house brand)

Soft Drinks: Polar Beverages are proudly served

All soft drinks are Polar product.

v) How To Get Started Planning Your Event at the Boch Center:

- 1) ***CALL FOR AVAILABILITY***
At the Boch Center Wang and Shubert Theatres, we have the ability to offer our lobby spaces for pre and post receptions when we have a show. When we do not have a performance, we are pleased to offer our lobby spaces for private functions, including rental of our theatres.
- 2) ***RESERVE THE DATE***
Call the event office to check on date availability. If your date is available, you may place a hold on the date.
- 3) ***COME FOR A SITE VISIT***
Schedule a site visit to come see the historic Boch Center Wang and Shubert Theatres and discuss the details of your event.
- 4) ***RECEIVE A PROPOSAL***
From your site visit and the details of your event, the Boch Center will create detailed event pricing, outlining your event costs and staff, including all union staff and beverage needs.
- 5) ***FORMAL CONTRACT AND DEPOSIT***
The Boch Center requires a signed contract, event license agreement, function guidelines, and deposit equal to your room fee to confirm a date. The date is not confirmed without these items.



Should you have any questions regarding special events at the BochCenter, please contact our Function Sales Manager by emailing Booking@bochcenter.org or calling 617-532-1297.

All mail inquiries can be sent to:

Boch Center
270 Tremont Street
Boston, MA 02116

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*Rates for private events include rent, utilities, pre & post event cleaning, door person, coat check, restroom attendant, and security.

*For on-stage events, price includes stagehand labor for setup, take down, and lighting rental. Equipment rental (tables & chairs) is charged separately.

*Rates for weddings include rent, utilities, pre & post event cleaning, door person, coat check, restroom attendant, and security. For on-stage weddings, price includes in-house wedding coordinator, stagehand labor for setup, take down, and lighting rental. Equipment rental (tables & chairs) is charged separately.