

# Event Fees

*Thank you for your interest in Oak Street Mansion!*

## Daytime Corporate Event (8am-4pm only):

Half Day (4 hours) - \$200

Full Day (8 hours) - \$400

## Regular Event:

Weekday - \$500

Weekend - \$750

## Private Dining Room:

Weekday - \$250

Weekend - \$300

## Wedding Event :

Weekday - \$750

Weekend - \$1,000

## Photography Sessions:

Common Spaces Only (1 Hour) - \$150

w/ a Room Booking - pricing upon request



## Additional Fees:

Security officer (required for any outdoor events in evening) - \$250

Event Coordinator/Staff - Pricing available upon request

**\*\*Cleaning Fees not included in pricing above\*\***

## PLEASE NOTE:

- All events must end by 9pm and quiet hours are strictly from 10:00pm-8:00am.
- Table linens, dishes, and utensils are included, should you need them.
- Events are for resident guests only.
- These event fees are for event rental only and do not include lodging rates (as those fluctuate), taxes/fees, or cleaning fees.  
A full quote can be curated for you at any time.
- All events (besides photography sessions) require a two-night stay
- "Event" constitutes anything with need of an outside vendor and/or utilizing common area space to setup at Oak Street for guests



**OAK STREET MANSION**

Kansas City, MO

# Information

**Oak Street** has 8 rooms, 7 in the Main House and 1 in the Carriage House. Each room sleeps 2 guests only and has 1 king or queen bed, a private bathroom, and all are stocked with amenities, including a mini fridge, robes, and Keurig in each room.

Check-in: 4:00pm | Check-out: 10:00am

**\*\*Late checkouts may result in extra fees**

All events must be completed by 9:00pm. Quiet hours are strictly from 10:00pm-8:00am.

## CATERING/VENDORS/MEALS

You may use any vendor you wish! Please provide a list of your vendors to us ahead of time. Food and beverage can be handled by a licensed caterer brought in (with an additional fee) or can be homemade by your guests. For full house/property bookings, our staff will not be on site and dishes will need to be done by your guests or the caterer will often do them for you.

## ALCOHOL

You are free to bring in whatever alcohol you would like, within the boundaries of the law. We do not have a liquor license and therefore cannot sell alcohol on our premise. If you bring in a vendor that has a liquor license and sells liquor (i.e. a cash bar), they must also have their own Health Permit.

## CONTRACT & BOOKING DEPOSITS

Our staff will curate a contract for all large bookings. Once the contract is signed, countersigned, and sent back to you, we will then take a 50% deposit. The other 50% will be taken 30 days before your check-in date.

\*Please note that we can only secure your dates for you once we have a credit card on file.

## **CANCELLATION POLICY:**

120+ days before arrival	90% refund of total
91-120 days before arrival	75% refund of total
61-90 days before arrival	50% refund of total
31-60 days before arrival	25% refund of total
0-30 days before arrival	No Refund

Note: All applicable State and Local Taxes will apply to cancellations and are subject to change without notice.

## SECURITY

For outdoor events during the evening, we require a Security Officer to be onsite for the entire duration, which is an additional fee of \$250. While we live in a reasonably safe neighborhood, this is mostly a necessity for noise control and is required by our neighborhood in order for us to continue hosting events for our guests.

Thank you for understanding.



**OAK STREET MANSION**

Kansas City, MO



### CORPORATE EVENTS

For corporate events we can make the Sun Room private for you to use as a meeting space. There are tables in the Sun Room, as well as two window benches, and 2 couches. We have a Smart TV in the Sun Room for you to use for presentations, as well as notepads, water bottles, and pens for all of your guests. You are welcome to have breakfast or lunch brought in, but catered meals on site require an extra fee. While you do not need a Whole House or Whole Property booking for your event, we do have minimum booking requirements.

### OTHER RULES TO NOTE:

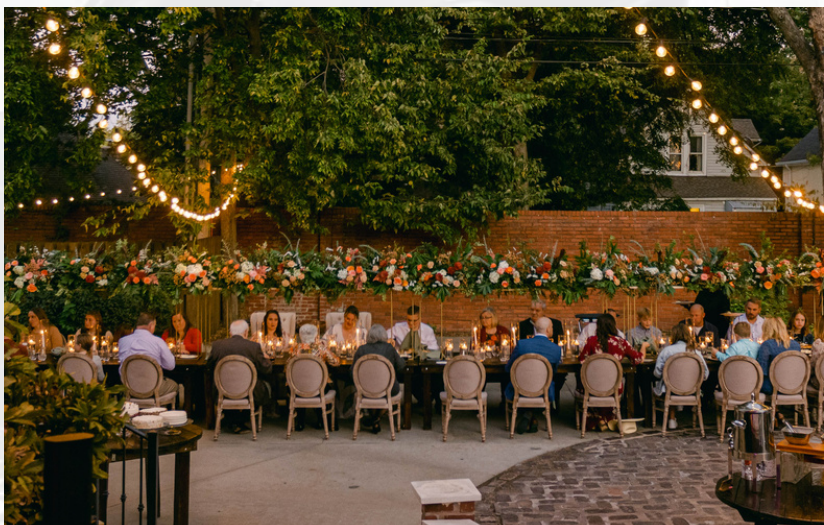
- Oak Street Mansion is a charming facility and is not a place for outrageous parties. We do not allow bachelor, bachelorette, or 21st birthday parties.
- No amplified music of any kind is allowed outdoors.
- No fireworks, candles, sparklers, glitter, confetti, or fake flower petals. Disregarding this policy will incur additional cleaning and/or damages fees.
- We are a non-smoking facility. Smoking or vaping of any kind is not allowed inside the house. There is a designated smoking area outdoors on the back patio off the first floor, but please only dispose of your cigarette butts in the designated area. Any evidence of violation of this policy will result in a \$500+ fine.
- While a staff member does live on site, we are not staffed 24 hours a day. If you have an emergency, please contact the relevant authorities and then contact our after hours line at 816-814-2317 to leave a message with our answering service.
- We only have a small ice maker in the freezer. If you need ice, please plan on bringing ice bags.
- No pets allowed, including emotional support animals. We do welcome certified service animals. However, please note that two neighborhood cats frequent our garden (but they are not allowed indoors)
- No children under the age of 10, without a Whole Property booking.
- If you move furniture and do not return it to its original location before checking out, you may receive an additional cleaning fee.

### CONTACT INFO

(816) 814-2317

[oakstreet@clemonslife.com](mailto:oakstreet@clemonslife.com)

4343 Oak St KCMO 64111



**OAK STREET MANSION**

Kansas City, MO