

Bathhouse Studios

540 East 11th Street New York, NY 10009

www.bathhousestudios.com

What's the capacity of Bathhouse Studios?

We can accommodate up to 250 guests for cocktail parties or standing events, and 125 guests for a seated dinner with a dance floor. At 4,800 square feet, our Bridal Suite & Roof Deck combine to create a picturesque location for an intimate gathering for up to 75 guests. All of our spaces are adaptable to many different seating arrangements. Schedule a viewing to see its potential.

What's the rental fee for a wedding or private event?

Our rental rates vary depending on date and time. Please send us an email detailing the nature of your event, your preferred date, and the anticipated attendance, and we will get back to you as soon as possible. You may also call our office, Mon – Friday 9 AM – 5 PM, at 212.388.1111.

What's included in your rental fee?

Rental rates are based on a 10-hour day, allowing you plenty of time for set-up and break down and to party up until 12 o'clock midnight if you wish. The rate also includes the following experienced Bathhouse Studios staff members:

*Private Events Manager: He or She will be available from contract signing until the day-of your event. They will be present for all appointments, and can assist with layout planning, timeline, vendor selection, and more. They will also be on location the day of your event to greet your vendors and assist them in settling in.

*Operations Manager: A Bathhouse Studios representative will be present for the duration of your event to ensure the building is maintained throughout the evening, and to answer or resolve any possible venue related questions or concerns that may arise.

Rental rates also include the following building amenities:

- Full usage of Studio A & Studio B
- Clean up before and after the event
- Sound System
- One (1) wooden bar
- Five (5) coat racks and approximately 125 hangers
- Six (6) 6-ft folding tables
- Five (5) garbage cans (industrial bags also provided)
- Bathroom amenities

The Kitchen

There is a separate loading dock/ramp to Studio B that leads straight to the Kitchen entrance. Making delivery and pickup seamless for caterers and other vendors. Please check with your Private Events Manager for any restrictions.

Staff Roles and Responsibilities:

Pre-and Post-Event Duties:

Private Events Manager

- Answers all questions or concerns throughout planning process
- Schedules vendor site visits
- Conducts final walkthrough with client and caterer
- Assists in Bathhouse Studios room layout and space planning
- Finalizes details regarding any additional Bathhouse Studios packages (lighting, private suite & roof deck, event coordination, etc.)
- Coordinates all Bathhouse Studios in-house furniture placement or removal.

P.E.M. Day of Duties:

- Opens building so that set-up may begin
- Greets and directs vendors and deliveries to the proper area
- Makes sure all of Bathhouse Studios furniture and fixtures are arranged according to agreement
- Assists DJ or band with our audio system
- Maintains temperature and lighting
- Opens and closes loading dock as needed
- Oversees general cleanliness of the space.

Operations Manager

- Onsite one hour prior to event start through complete load-out
- Maintains bathroom supplies throughout the evening
- Oversees general cleanliness, including private suite and roof deck area
- Additional on-site duties as needed

Maintenance Crew

- Cleans the space before and after your event
- Sets-up and breaks down Bathhouse Studios furniture according to your floor plan if requested

What other services do you provide?

Stay in touch as you begin planning to see what we have to offer!

Am I responsible for clean-up?

Bathhouse Studios will clean the space before and after your event: sweeping, mopping, detailing the bathroom, and taking care of any necessary repairs.

In order to get your full security deposit back, you (or your caterer) must complete the following break down procedures immediately following your event:

*All centerpieces, candles, additional décor and alcohol must be removed from tables, neatly packed away, and consolidated in the kitchen or foyer. You may store personal belongings overnight, but must arrange for pick-up no later than 10 AM the following morning. *Linens must be bundled and tied, or bagged and consolidated with outside rentals. *Tables and chairs must be folded and stacked against one wall in the main space. Bathhouse Studios rentals must be separated from outside rentals when applicable *All glasses, plates, silver, etc. back in their original crates, consolidated in the kitchen. *Remove all food + drink from kitchen. *Bars emptied of ice, completely drained, wiped down, and dried. Remove all products, candles, and coasters. *Break down all boxes, bag all trash and remove from kitchen through rear loading dock exit. Bathhouse Studios staff will provide large format receptacle.

Do you have an outdoor space?

Yes, we have outdoor packages available. Please call or e-mail for rates.

Where do my guests park?

There is a parking garage located a few doors down from Bathhouse Studios. Local valet companies are also available for hire. Please inquire for more information.

City Parking

525 E 11th St

New York, NY 10009

(212) 388-1030

Does the building have heat and A/C?

Yes.

When can we get in to set up?

That depends on what type of event you're having, but in most cases, you and your vendors gain access to Bathhouse Studios at 9 AM on the day of your event. Additional fees may apply if you require an earlier start time.

How do I book a date?

A 50% deposit of the rental fee is due at the time of booking. The remaining balance is due the day of your event. Bathhouse Studios accepts check, money order, and all major credit cards (3% service fee for credit cards).

What is your cancellation policy?

If you cancel up to 90 days prior to your scheduled event, you will receive your rental fee retainer back minus a \$2,500.00 penalty fee. Within 90 days of the event you forfeit your rental fee retainer. If you decide to move the date of the event, you may do so, pending availability. We charge a \$1,000.00 penalty for moving dates, plus any differences in room rental.

Is smoking allowed?

There is absolutely no smoking allowed inside Bathhouse Studios. Smoking is permitted in the outdoor foyer near the entrance of the building. Smoking anywhere other than the designated smoking area will result in a \$1000.00 fine.

Are candles allowed?

All candles must be contained and placed on tables. Candles may not be placed on the floor, stairs, etc. Open flames are not allowed anywhere in the building.

Are there any restrictions on vendors I can use?

We pride ourselves on being flexible and accommodating; you may use the vendors of your choice. That being said, we are happy to recommend photographers, caterers, florists, event planners, and DJs.

Is there a dressing area onsite?

Yes. Many couples use our private residence area upstairs to relax with their wedding party before the main event, and some couples use it as a place to sneak away during the reception. There are many creative ways to use the space.

Do I need to provide my own insurance?

We require you to provide a certificate of insurance that covers your vendors. Your caterer may be able to add your vendors as additional insured to their policy. We require \$1M general aggregate / \$1M per occurrence and \$2M aggregate. Your policy should include Host Liquor Liability if you are serving alcohol. We recommend wedsafe.com or privateeventinsurance.com. The policy will cost approximately \$175 and must be submitted at least ten (10) days prior to the commencement of the event. Please have a copy of the policy sent directly to your venue coordinator.

Is the building wheelchair accessible?

Yes.

How many restrooms are there?

Three (3) individual, unisex bathrooms, (Two (2) additional, unisex bathrooms in the residence)

Do I need to hire an event planner or coordinator?

If you'd like! Our events manager will be on-site during your event to answer any questions, provide general assistance and oversee the building and our staff, they will not coordinate your event. We would be happy to discuss the options to best suit your needs!