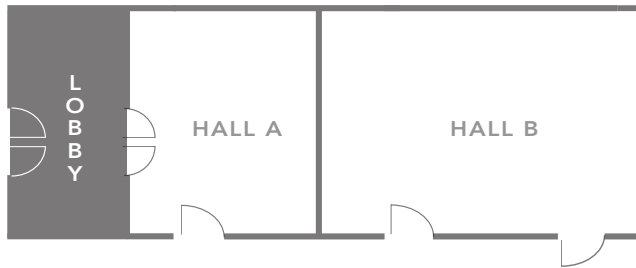


# LOBBY

## 125 SQM



**Seated** – 60 pax maximum  
**Cocktail** – 100 pax maximum  
**Theatre** – 100 pax maximum

**Venue Fee = P35,000.00**

### INCLUSIONS:

- Electricity – 100 amperes
- 5 hours allotted free for Event Proper (with air conditioning)
- 8 hours allotted free for Ingress (without air conditioning)
- 5 hours allotted free for Egress (without air conditioning)
- 2 Security Guards
- 3 Utilities & Restroom Attendants for Male & Female
- Restroom Amenities
- Standby Electrician
- Standby Generator
- Parking Space – maximum of 20 slots at Whitespace
- Caterer's Galley

### OTHER FEES / CHARGES:

- Event Proper = P 1,000.00 / hour (In excess of the 5 hours allotted free)
- Ingress/Egress = P 1,000.00 / hour (In excess of the 13 hours combined allotted free)
- Dressing Room (M/F) = P 500.00 / hour (Rental rate is per room)
- Lounge Area = P 500.00 / hour
- Additional Personnel: Utilities & Restroom Attendants or Security Guards = P 1,000.00 / head / 5 hours
- Basic Lights and Sounds = P 12,000.00 (Can accommodate acoustic duo to sextet string musicians)
- Genset Rental (150 KVA) = P 25,000.00 (With 8 hours fuel, subject to availability)

### PAYMENT TERMS

**Security Deposit/Reservation Fee = P20,000.00**

(Refundable ten (10) days after the event)

Please make a separate check payable to: WHITESPACE, INC.

**Deposit for Non-Accredited Caterers = P10,000.00**

(Refundable ten (10) days after the event)

Please make a separate check payable to: WHITESPACE, INC.

### PAYMENT SCHEME:

- Security Deposit: Upon reservation (Refundable amount ten (10) days after the event)
- Venue Fee Down Payment (50%): Upon reservation or at least 45 days prior to the event
  - Venue Fee Balance (50%): No later than 30 days prior to the event
    - Please make a separate check payable to: WHITESPACE, INC.
    - Venue fee is inclusive of all applicable taxes

### BOOKING POLICY:

Bookings are taken on a first come first serve basis, pending settlement of Security Deposit. Whitespace reserves the right to offer the date to another party if Security Deposit is not made within three (3) days. For further details, please contact our office at +632 88454917 / +632 79493673 / +63917 8215624 / +63908 8829750 and/or at [info@whitespacemanila.com](mailto:info@whitespacemanila.com).

Look for our Accounts Officers, Katrina Tan and/or Chanel Alfonso.

*\*Prices are subject to change without prior notice.*