



SKYLINE on
BRICKTOWN CANAL



Skyline History & Room Options

Skyline on Bricktown Canal is a stunning one-of-kind venue, located on the tip of the Canal in Bricktown in the recently renovated *Case Plow* building, which is on the National Register of Historic Places. The *Case Plow* was constructed in 1898, and is the 2nd oldest building in Oklahoma City and the oldest on the canal.



Skyline on Bricktown Canal offers a variety of gorgeous spaces

- ◇ **Skyline Ballroom and Rooftop Patio** - 3,000 sq. ft. of open ballroom space connected to our Rooftop Patio which is also 3,000 sq. ft. With its historic exposed brick, romantic lighting & pillars combined with the downtown urban feel and breathtaking view of Oklahoma City, this space is perfect for your wedding, reception, private dinner or corporate event!

Capacity: 187 reception style / 150 seated with space for dancing



- ◇ **Bridal Suite** - 1,000 sq. ft. of multi-purpose space on the third floor directly across from the Skyline Ballroom. This space includes a hair and makeup room!

Capacity: 30 reception style



- ◇ **Skyline Streetcar Lounge** - 1,100 sq. ft. of historic open space. Take advantage of this lovely space for your rehearsal dinner, bridal shower, corporate luncheon or dinner or include it with the Skyline Suite for the day of your wedding!

Capacity: 80 reception style / 60 seated



- ◇ **Coffee Lounge** - 500 sq. ft. of rustic yet elegant space for your next special occasion. Enjoy the décor & open floorplan with the elements needed to create a memorable groom's suite or a relaxing private event! Combine this room with the Skyline Streetcar Lounge for a larger group!

Capacity: 20-30 guests



Wedding Packages & Pricing

Full Day Package ~ 10am-Midnight

Our **Full Day Packages** include use of the Skyline Ballroom and Rooftop Patio space from 10am until midnight on the day of your event. Tables & chairs are include. If you choose to use Skyline's tables & chairs for your event, we offer room set-up and tear-down. Below you will find pricing for both the Skyline Ballroom and Rooftop Patio or a combination of the Ballroom and other spaces that are available for your special day!



January & February

Saturday \$4,800

Friday \$4,500

Sunday \$4,500

Monday—Thursday \$3,300

March—July, September—December

Saturday \$5,000

Friday \$5,000

Sunday \$5,000

Monday—Thursday \$3,500

August

Saturday \$4,500

Friday \$4,200

Sunday \$4,200

Monday—Thursday \$3,000



Hourly Rates

Skyline Ballroom & Rooftop Patio

Monday—Thursday \$200 per hour, 4-hour min.

Friday & Sunday \$300 per hour, 5-hour min.

Saturday \$400 per hour, 6-hour min.

Streetcar Lounge + Coffee Lounge

Monday—Thursday \$150 per hour, 4-hour min.

Friday & Sunday \$225 per hour, 5-hour min.

Saturday \$275 per hour, 6-hour min.



CLEANING FEES

A \$250 cleaning fee is collected 14 days prior to the event. This allows Skyline to take out the trash, sweep and mop after your event. This does not include bussing tables.

SECURITY

Skyline requires security to be present while alcohol is being served. We work exclusively with Oklahoma City Police Department and book this for you. The fee is \$55 per hour, per guard. This fee is collected 14 days prior to your event.

EVENT INSURANCE POLICY

Skyline requires every event host to have Event Insurance. We offer a policy for \$179. You will complete and sign an application, and pay through Skyline. This fee and signed document are collected 14 days prior to your event.

- ◆ Skyline requires that each client obtain a General Liability Insurance policy, written on an occurrence basis, insuring against all claims for injury to or death of persons or damage to property on or about the facility. Details for this requirement are included in the *Facility Use Agreement* which must be signed by both the client and agent of Skyline Entertainment, LLC DBA: Skyline on Bricktown Canal at the time your event is secured, along with your security deposit..

PAYMENT, CANCELLATION & SECURITY DEPOSIT

A signed contract and 25% of your venue rental are required to reserve your date. This is refundable up to 180 days prior to your event date.

All other fees are due 14 days prior to your event (i.e. event insurance, security guard fee, cleaning fee, linen cleaning fees, and outstanding balances related to food and beverage services agreed upon in your Proposal).

Your \$250 damage deposit is also due 14 days prior to your event. A full refund of your \$250 damage deposit will be issued to you within fifteen (15) days after your event, less any costs for repairs of the venue identified by Skyline Management as a result of your event as well as any outstanding cleaning or administrative fee still owing.



Venue Amenities

- * Bistro String Lighting (3rd Floor Ballroom)
- * Chandeliers
- * White Padded Garden Chairs (250)
- * 8 ft. Banquet Tables (10)
- * 60 in. Round Tables (14)
- * 54 in. Round Tables (5)
- * 36 in. Round Cocktail Tables (10)
- * 30 in. Round Cocktail Tables (4)
- * Bluetooth Speakers
- * Handheld Microphones
- * Linens (black or white)
- * Three guest restrooms including an ADA
- * Bridal Suite
- * Groom's Suite
- * Set-up & tear-down of venue when Skyline tables & chairs are used.
- * Event Attendant present to manage venue
- * Alcohol & Bar Services

***Linens & bar services are additional fees**



Additional Information

Vendor Information

All Vendors must sign and return a “Hold Harmless Agreement” to Skyline management within 14 days prior to the event.

The client is responsible for any items left behind by vendors. Rental times must include vendor arrival times and time needed for vendors to remove their items and equipment.



Alcohol & Bar Services

Skyline has in-house liquor licensing. All alcohol and bartending services must be provided by Skyline Entertainment or it's affiliated parties. No outside alcohol may be brought into the rented spaces, including while wedding party is getting ready. You are able to purchase alcohol in the connected restaurant on the first floor, Oklahoma Craft, and take it to the 3rd floor. This is only allowed until the catered bar time starts, then no alcohol can be brought up from the restaurant.



Linens

Skyline is happy to offer linens! You have the option of black or white, and we will place them for you. We charge a cleaning fee of:

Rounds \$12

Rectangles \$15

Spandex \$10



Visiting Guest Accommodations

These are hotels in the area that provide room blocks and other special features to couples and their guests.

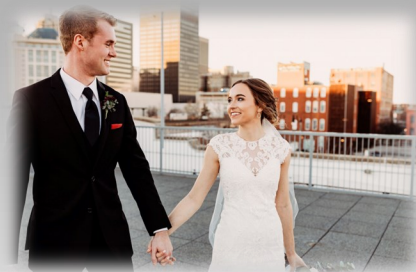


Courtyard Marriott

Tracy Blair

Tracy.blair@atriumhospitality.com

(405) 605-7606



Fairfield by Marriott

Brenda Westby

Brenda.westby@marriott.com

(405) 604-5050



Hilton Garden Inn

Evelyn Sanchez

evsanchez@raymondteam.com

(405) 270-0588



Omni

Shannon Brown

s.brown@omnihotels.com

(405) 438-6418



Renaissance

Aunjulique Carr

Aunjulique.carr@marriott.com

(405) 768-5300



21C Museum Hotel

Jennifer Buchanan

jbuchanan@21chotelc.com

(405) 982-6917









FOLLOW US ON INSTAGRAM

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FOLLOW US ON FACEBOOK



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