

Contact Emily at
(425) 436-7637

Events at LOC

Rental Details
& Pricing

3202 DOUGLAS

Ideal for workshops, rehearsal dinners, medium parties, corporate events, holiday gatherings, bridal and baby showers, and meetings.

Host an event in this gorgeous white room - a blank canvas for your vision. Space includes a prep kitchen and restroom, as well as all-white tables & chiavari chairs for 50.

3200 DOUGLAS

Ideal for bridal and baby showers, birthday parties, get togethers, small gatherings, workshops, and meetings

Throw a party in this beautifully wallpapered space. The space includes tables and chairs for 30 adults, and tables and chairs for 15 children. It also includes two dressing rooms with dress up clothes, fridge access, and a restroom.

E - MAIL US AT EMILY@LOVEOFCHARACTER.COM



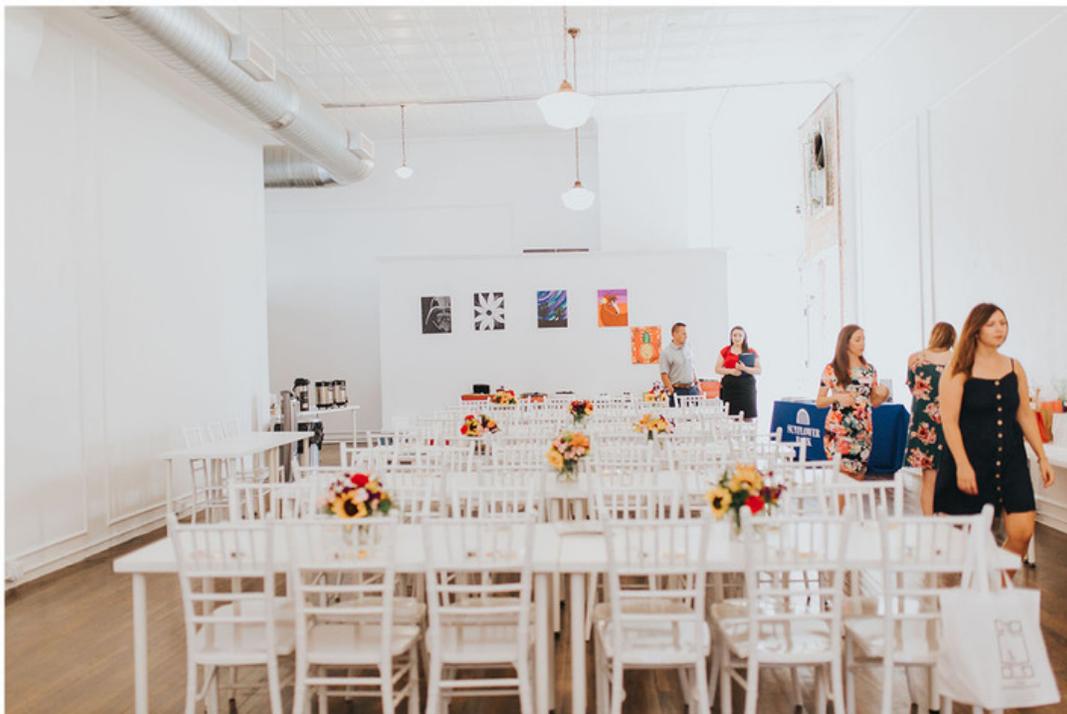
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3202 DOUGLAS

50 guests or less

	BEFORE 5PM 2 HR MIN	AFTER 5PM 3 HR MIN
MON-THURS	\$50/hr	\$100/hr
FRIDAY	\$75/hr	\$125/hr
SATURDAY	\$100/hr	\$125/hr
SUNDAY	\$100/hr	\$125/hr

Includes additional 1.5 hour setup and .5 hour cleanup time



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3200 DOUGLAS

1.5 HR EVENT

35 guests or less

	BEFORE 5PM + ADD 1/2 HR	AFTER 5PM + ADD 1/2 HR
MON-THURS	\$50 + \$15	\$100 + \$25
FRIDAY	\$100 + \$30	\$175 + \$50
SATURDAY	\$125 + \$40	\$175 + \$50
SUNDAY	\$125 + \$40	\$150 + \$40

Includes additional 1 hour setup and .5 hour cleanup time



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RULES & REQUIREMENTS

Event date & time are not reserved until 50% deposit has been paid

Deposit is nonrefundable, but if it is 2+ weeks out from scheduled date, you may transfer to another date, schedule allowing

Party host agrees to the scheduled event time - if host arrives late, event will still end at scheduled time
Additional fees will apply to events that run past given end time

Party host agrees to inform guests of all rules and requirements

Tables and chairs are provided by LOC - linens and tableware are not provided unless otherwise purchased

Full use of dress-up closets are included with the rental of 3200 - please treat kindly

LOC retail areas are open to public during the store hours - dividing walls separate event space from shopping areas

You may bring in any event supplies during your allotted setup time only
(1 hour prior - 3200 & 1.5 hours prior - 3202)

Outside entertainment may be allowed with prior LOC approval

Staff assistance is required for hanging decor on walls

3202 - You may only use COMMAND HOOKS or SCOTCH TAPE.
No other adhesives are allowed (duct tape, double sided tape, glue, glue dots, etc.)

3200 - you may only hang decor on white backdrop, unless you receive approval and assistance from LOC staff

If it is seen that unapproved items are used to decorate, a cleaning and/or repair fee will apply

Loose glitter, paint (excluding washable paint), lit candles (excluding birthday candles) are not allowed

Items may be stored in a refrigerator during party time, but must be removed during cleanup

Anything left at LOC will be removed following allotted cleanup time - any items left after an event is over are not the responsibility of LOC or staff - please contact ASAP if any items are left following event

Your guest capacity may not exceed [50 for 3202 venue] or [35 for 3200 venue]

To avoid extra time fees of \$40/per half hour, guests should depart on time to allow for cleaning immediately following event

Guests are required to park in provided Dockum Building spaces in lot behind LOC, Victor street parking OR in empty lot across Victor Street in back

All balloon & decor orders be placed 2 weeks prior to event (otherwise rush fees may apply)

LET US HELP YOU!



INVITATIONS

We carry multiple invitation brands and would love to help you find one that fits your event - weddings, birthdays, showers, and more.

PARTY SUPPLIES

In our retail space, we carry a wide variety of party supplies from tableware to decorations. We can work with you in person or over email to find items that fit your event theme/look.



BALLOONS

Whether you want a large statement piece or a bundle of balloons, we have you covered. Balloon garlands are a party favorite. We also carry multiple balloons and have an in store helium tank.

EVENT SETUP

Need an extra hand or want us to setup the party for you? Happy to help! Starting at \$25, we can do anything from help during your party or have it all ready when you show up. We can also help with the pre-planning. Please contact for pricing.



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PARTY VENDORS WE LOVE

DESSERTS, FOOD & DRINK

Sweet Sugarlicious by Wendi | www.facebook.com/sweetsugarlicious

September Moon Cupcakery | wichitacupcakes@gmail.com

Buckingham Cakes | buckinghamcakes.com/

BOARDS | www.boardswichita.com

Shaken or Stirred | shakenorstirredbartending.com

PHOTOGRAPHERS

Sally Cavanaugh Photography | (316)-207-1386

Alison Moore Photography | alisonmoorephotography.com/

Erin Kata Photography | erinkataphotography@gmail.com

Mollie Wetta Photography | www.molliewetta.com/

Tim Davis Photography | www.timdavisphotography.com/

ENTERTAINMENT

Ballet Wichita | Let us know & we can contact

Just Face It – Face Painting | www.justfaceitwichita.com/

Lamphouse – Photo Booth | info@lamphousephotoco.com

Happily Ever After Parties - Princess Characters | happilyeverafterparties.com

CALLIGRAPHY

Emilime Designs | ejstucky@gmail.com

FLORALS

Revel Gardens | www.facebook.com/revelgardens/

Free State Floral | www.freestateflora.com/

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