



RENTAL INFORMATION



GENERAL INFO + CONTACTS

COFFEE BUTLER AMPHITHEATER AT TRUMAN WATERFRONT

35 E Quay Road. | Key West, FL 33040

www.thekeywestamp.com

Facebook: /thekeywestamp

Instagram: @thekeywestamp

MANAGEMENT

The Coffee Butler Amphitheater is owned by the City of Key West and managed by Rams Head Promotions of Key West LLC dba and hereinafter referred to as Rams Head Presents.

VENUE CONTACT

Kelly Norman

Rams Head Presents

knorman@ramsheadgroup.com

BOOKING & CONTRACTS

Rams Head Presents

Todd Erickson | terickson@ramsheadgroup.com

Kris Stevens | kstevens@ramsheadgroup.com



FACILITY

Located at the new Truman Waterfront Park, the Coffee Butler Amphitheater is situated near the historic Fort Zachary Taylor State Park with beautiful views of the Gulf of Mexico. This new entertainment facility can host up to 4,000 patrons for national acts, corporate events, festivals, community fundraisers, cultural gatherings and more.

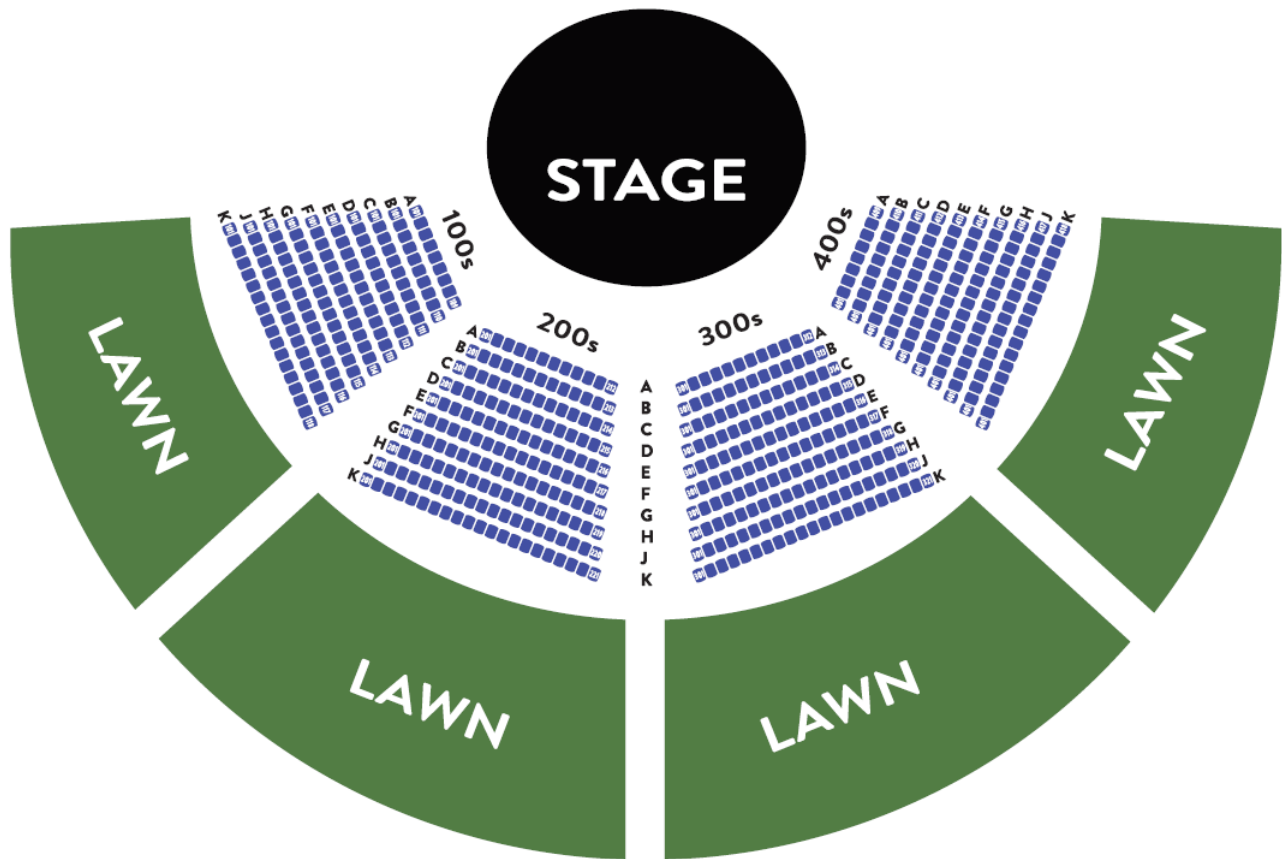
The amphitheater is within walking distance to more than 3,000 hotel rooms, dozens of restaurants, The Hemingway House and the highly sought-after Duval Street.





CAPACITY

500 RESERVED SEATING (removable)
3400 GENERAL ADMISSION/LAWN



*Additional chairs can be rented to increase reserved seating to 600.



RENTAL RATES

*additional charges apply

Event Size	Attendees	Local Non-Profit	Non-Keys Non-Profit	Private/Corporate/Wedding	Performance/Concert	Multi-Day/Festival
Small	<500	\$1000.00	\$1500.00	\$5000.00	\$8,000	\$8,000 first day \$6,000 any subsequent days
Medium	501-1000	\$1500.00	\$2000.00	\$6000.00		
Large	1001-2000	\$2000.00	\$3250.00	\$7000.00		
Major	2001	\$3000.00	\$4000.00	\$8000.00		

LOCAL NON-PROFIT:

Available for civic, educational, religious or charitable groups or organizations with a non-profit 501 c-3 status located within and benefiting Monroe County.

NON-KEYS NON-PROFIT:

Available for civic, educational, religious, or charitable groups or organization with a non-profit 501 c-3 status located outside of Monroe County.

PRIVATE/CORPORATE/WEDDING:

Available for non-ticketed private events promoted and/or sponsored by a commercial group, organization or individual.

PERFORMANCE / CONCERT:

Available for ticketed events open to the public for any live performance promoted and/or sponsored by a commercial group, organization or individual.

MISCELLANEOUS

All rental rates pertain to the rental of the facility *only* and do not include the cost of labor or other expenses. These rates are subject to the change at any time without notice. Rates are confirmed upon contract acceptance.



RESERVATION PROCESS

Reservations and holds are accepted on a first come first serve basis. The facility may be reserved upon receipt of a completed rental application and signed contract approval.

HOLD

A 'hold' refers to a reservation made by a renter (organization/individual/group) pertaining to a specific rental date(s) free of cost in anticipation of confirming a formal reservation. The renter may request a date previously held by another renter by "challenging" the requested held date in writing and submitting a completed application. First holds have two (2) business days to respond to a challenge by either accepting their held date and putting down a deposit *or* releasing the hold.

CONFIRMED DATE

A confirmed date will secure the facility once rental contract is signed and a deposit has been made.

APPLICATION PROCESS

Rams Head Presents & The City of Key West have the exclusive right to accept or deny any individual or organization to use the facility. All facility holds and reservation requests will be evaluated using the following factors:

- Availability of requested date
- Completion of the Rental Application
- Nature and character of the proposed event
- Applicant's ability to assume financial responsibility of the event
- Applicant's ability to properly present the event
- Coffee Butler Amphitheater's ability to safely accommodate the event without damage to the facility
- Applicant's prior rental history at the Coffee Butler Amphitheater or other similar venues
- Potential impact on the surrounding community



RENTAL CONDITIONS

INSURANCE

Each tenant and their sub-contractors must obtain and provide a Commercial General Liability policy with a minimum coverage of \$1 million. The City of Key West and Rams Head Presents must be named as additionally insured. Naming the City of Key West; Rams Head Promotions of Key West, LLC as additional insured. A certificate of insurance must be received no later than 10 days prior to the event date.

E-VERIFY

All subcontractors that perform work under contract must enroll and participate in the E-Verify Program. All companies must provide proof of enrollment and make such record(s) available to Rams Head Promotions of Key West LLC Rams Head Presents and the City of Key West upon request.

ADVERTISEMENT

Advertising and the sale of tickets for any event is not permitted until rental agreement, verified seating manifest and signed contract have been received and approved by Coffee Butler Amphitheater management.

STATE TAX

The rental fee of the venue and any applicable service charges will incur a 7.5% sales tax as dictated by the State of Florida Department of Revenue.

BUSINESS LISTING

All renters and vendors of the Coffee Butler Amphitheater are required to have an established business listing with the Florida Department of State Division and Corporations.

SET UP/ BREAKDOWN

All renters will be given a one-day window on the front and back of rental date for set up and breakdown. Additional days are subject to additional rental fees.

CONTRACTS

Rams Head Presents facilitates all rental agreements. This includes all contracted services such as Waste Management, tent rentals, catering, etc. All contracts will be subject to a 15% administrative fee.



STAFFING

FOOD & BEVERAGE

Food and Beverage service including all concessions, novelties, and catering must be contracted with Rams Head Presents. Venue manager shall always bear sole responsibility for and execute all management activities related to food and beverage sales and operations at the venue, including but not limited to, the acquisition and distribution of alcohol and supervision of serving and sales staff. Manager shall be responsible for the hiring, firing and supervision of any personnel, specifically including those who handle food and beverage sales and operations at the venue. Management shall be responsible for obtaining any licenses or permit as may be required by applicable law, rule or regulation. All profits from bar and concessions remain with venue management.

STAGEHANDS

All work performed by contracted stagehands is at the tenant's expense. Coffee Butler Amphitheater management schedules all labor.

USHER, TICKET TAKERS, AND SECURITY STAFF

All ushers, ticket-takers and security arrangements are made through Coffee Butler Amphitheater management at the tenant's expense. Staffing requirement numbers are dependent on the type of show and the expected attendance. Please see rate sheet.

HOUSEKEEPING

Housekeeping is the responsibility of Rams Head Presents. Confetti and stickers are not permitted at the Coffee Butler Amphitheater. The renter will be issued a cleaning fee if additional cleaning is required outside of standard housekeeping.

POLICE

Law Enforcement Officers are scheduled through Coffee Butler Amphitheater management to assist with safety. The size and type of show, as well as the expected attendance, will determine the number of law enforcement officers required. The tenant is responsible for this expense.

FIRST AID

Coffee Butler Amphitheater management requires trained medical staff at every event. The renter is responsible for this expense.

TICKETING

Rams Head Presents manages all ticket sales through their EventBrite ticketing system as stated in the signed contract. Tickets are also offered day of show at the Coffee Butler Amphitheater Box Office.



BOX OFFICE

Coffee Butler Amphitheater box office is open on show days at 12pm unless otherwise noted. Tickets are available 24/7 at www.thekeywestamp.com. Additionally, tickets are available during box office hours at the Key West Theater located at 512 Eaton Street.

RATE SHEET FOR ON-SITE STAFF

Pricing and requirements may vary based on scope and nature of event

MAINTENANCE FEE

The City of Key West requires a \$1.00 per paid ticket maintenance fee to be paid to Rams Head Presents who will in turn pay the fee to the City. For multi-day events, the fee will apply per attendee, per day.

Facility Manager	\$50/hour
Operations Manager	\$45/hour
Box Office Manager	\$30/hour
Box Office Staff	\$20/hour per person
Security Supervisor	\$40/hour
Security Staff	\$24/hour per person
Ushers/Ticket Takers	\$20/hour per person
Fire Department/Paramedics	\$55/hour per person
Police Officers	\$55/hour per person
Labor.....	\$24/hour per person
Stage Hand Labor.....	Based on advance

MINIMUM CALL

The minimum call for stagehand labor is four (4) hours. After the minimum call a half-hour rate can be applied.

HOUSE CREW

The minimum house crew will consist of four (4) persons for most performance events.

CALL DEADLINE

The deadline for any labor call is forty-eight hours. All labor calls are to be made through Coffee Butler Amphitheater management.



PRODUCTION INFORMATION

VENUE SPECS

Rigging

- 20' deck to bottom of beams
- 18' deck to bottom circle truss
- 22' deck to roof
- 4' ground to stage deck
- 30' x 30' usable performance stage area
- 10' x 24' wing area SR/SL
- (2) 36' rigging Beams US to DS max 10,000lbs per beam
- 90' DS edge to FOH position
- 100' DS edge to first level plain
- 70' FOH second level plain
- 58' from loading dock fence
- (3) 53' trailers wide fit on dock
- (2) Rear parking spots 10'x25'
- 24' wide x 12' deep FOH area tented
- (3) 400 amp 3 phase services w/cams upstage center
- (2) 3ft doors dock to stage access
- 3' wide handicap ramp to DS/ground level
- 4' high x 4' wide DSL/stage stairs

Truck Loading and Docking

There are 2 bays at the loading dock with limited door clearance to stage. Two (2) 53' wide trailers can fit on dock. Please discuss during advance.

Dressing Rooms

There are no permanent facilities for performers and production. Upon request, two mobile RV trailers (24 & 27 ft) are available at tenant's expense.

Restrooms

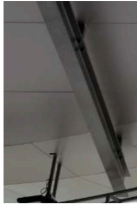
One permanent women's restroom with 3 toilets and one permanent men's restroom with 2 toilets and 1 urinal on site. Portable toilets are typically required based on capacity at tenants' expense.

Showers

There are no permanent showers on site.

PRODUCTION INFORMATION CONTINUED

RIGGING BEAM LOADS:



MAXIMUM POINT LOAD: 2,000 LBS.
MAXIMUM OF 5 POINTS PER BEAM.
TOTAL LOAD PER BEAM NOT TO EXCEED 10,000 LBS.

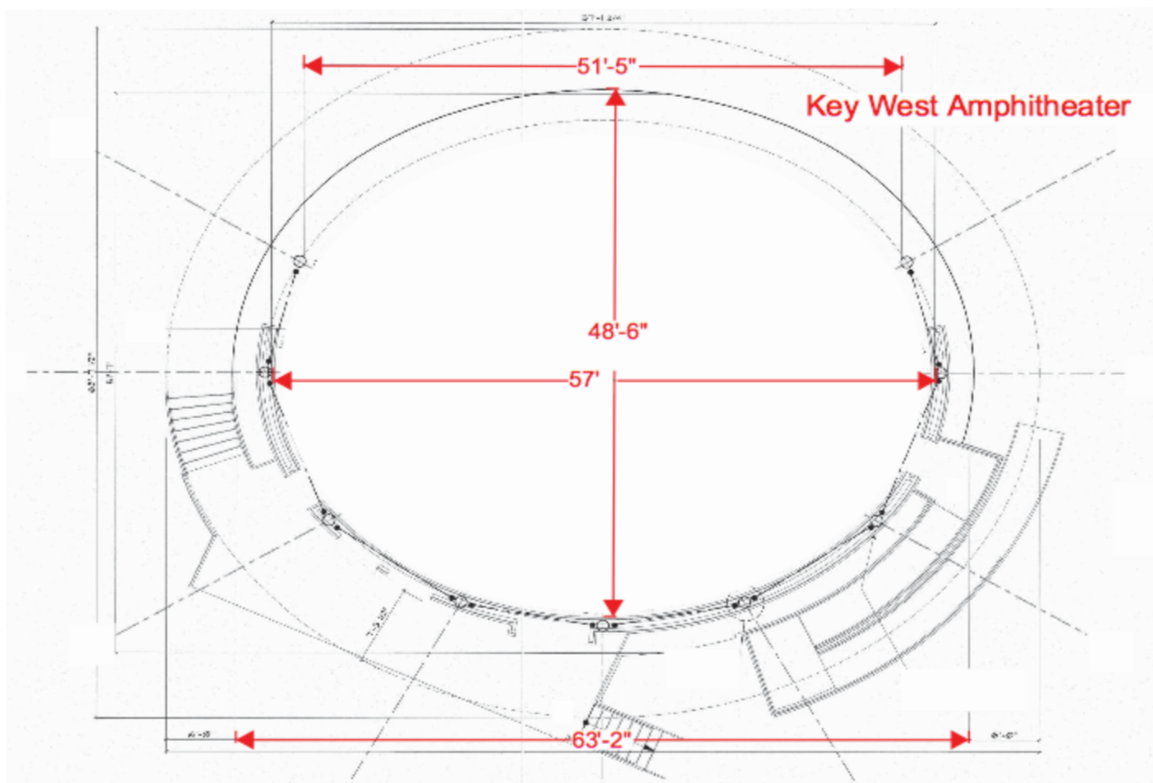
UPSTAGE LIGHTING PIPES:

30 LBS PER LINEAR FOOT.



CURVED LIGHTING TRUSS:

50 LBS PER LINEAR FOOT.
MAXIMUM POINT LOAD: 200 LBS.





RULES + REGULATIONS

SHOW CURFEW

Per the City of Key West, all events that occur Sunday through Thursday have a 10pm curfew. Friday and Saturday events have an 11pm curfew.

PATRON REGULATIONS FOR EVENTS

Prohibited: No bottles, cans or coolers. No outside food or beverages. No pets. No weapons. No professional cameras (with removable lens) or recording devices. No laser pointers.

Permitted: Small, tote-type umbrellas. Blankets. Small folding lawn chairs. One factory sealed water bottle allowed per customer.

General: No re-entry. Shows are rain or shine. Carry-in items/bags will be searched. Coffee Butler Amphitheater management reserves the right to final approval of all items brought into the amphitheater. All event attendees must possess a ticket. Children age 2 and under are free. Shoes and shirts are required.

PATRONS WITH DISABILITIES

Provisions for person with disabilities include wheelchair-accessible seating locations and easy access reserved parking. Wheelchair accessible restrooms are located on both sides of the property.

TENTS

All tents and other logistical structures must be secured and weighed down. **Staking is NOT allowed.** All weights used to secure tents should be a minimum of 10-15lbs at each ground point.

CITY NOISE LIMITATIONS/ORDINANCE

- a. Eighty-five (85) dBA or ninety-four (94) dBC between 11:00am and 2:59am
- b. Seventy-five (75) dBA or eighty-four (84) dBC between 3:00am and 10:59am
- c. Sound measurements are to be taken at the Truman Waterfront Park property line
- d. A Noise Ordinance variance can be requested but requires City Commission approval and is typically not necessary.



ADVERTISING

All advertising material must include the venue logo and address:

Coffee Butler Amphitheater at Truman Waterfront Park
35 E Quay Road, Key West. FL 33040

Digital logos will be sent via email upon contract confirmation.

Blue logo should be used whenever possible:



White logo should be used when printing on black or other dark colors:

Black logo should only be used when grayscale is required:





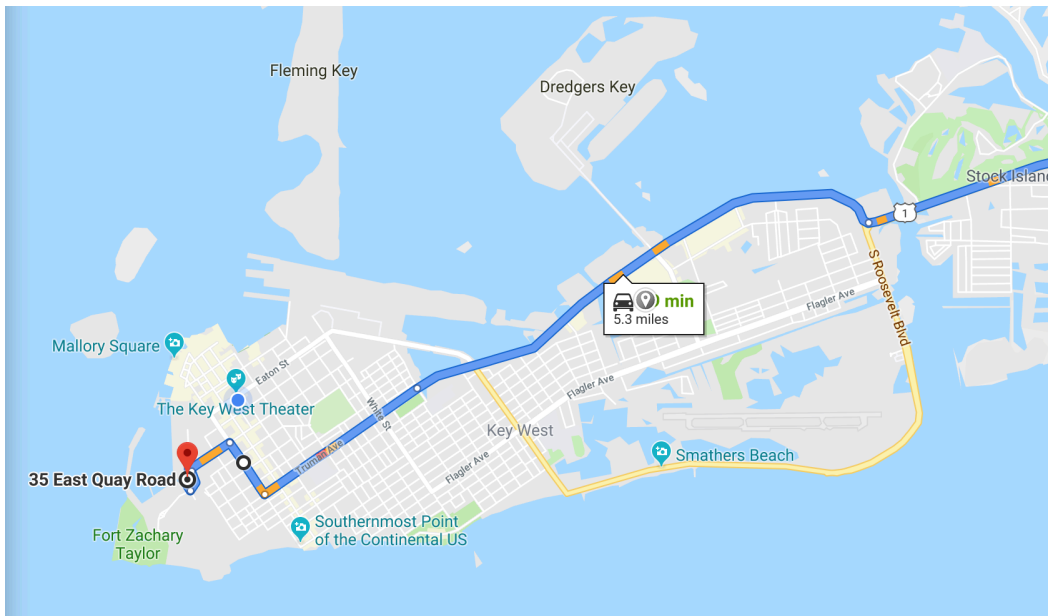
DIRECTIONS + BUS PARKING

DIRECTIONS FOR TRUCKS AND BUSES

Coffee Butler Amphitheater
35 E Quay Rd
Key West, FL 33040
United States

FROM THE NORTH:

US1 south to Key West
Follow US1 to downtown Key West
Right on Whitehead Street (wide turn must be made)
Left on Southard Street (wide turn must be made)
Continue straight into the Truman annex area, proceed around the traffic circle which turns in to Howard England Way. The venue is located on the right.
Trailer and bus drivers should drive past the venue, proceed around the traffic circle and then back to the venue to properly back in and park in the loading dock area.



AIRPORTS

Key West International Airport (EYW) - 4 miles
Miami International Airport (MIA) - 160 miles
Fort Lauderdale-Hollywood International Airport (FLL) - 189 miles



HOTELS

24 North & The Gates Hotel | 4 miles from venue | BUS PARKING
24northhotel.com | Contact: lsheehan@thekeysollection.com

La Concha | 1 mile from venue
laconchakeywest.com | Contact: christymctear@remingtonhotels.com

Havana Cabana | 4 miles from venue
havanacabanakeywest.com | Contact: yana.byazrova@ophotels.com

The Marker Key West | 1 mile from venue
themarkerkeywest.com | Contact: info@markerkeywest.com

The Perry Hotel | 5 miles from venue
perrykeywest.com | Contact: reservations@perrykeywest.com

Old Town Manor | 1 mile from venue
oldtownmanor.com | Contact: info@oldtownmanor.com

Santa Maria Suites Resort | 1 mile from venue
santamariasuites.com | Contact: (305) 296-5678

Southernmost Beach Resort | 1 mile from venue
southernmostbeachresort.com | Contact: info@southernmostresorts.com

Ocean Key Resort | 1 mile from venue
oceankey.com | Contact: reservations@oceankey.com

Key West Marriott Beachside Hotel | 4 miles from venue
marriott.com | Contact: (305) 296-8100



PARKING

COFFEE BUTLER AMPHITHEATER PARKING LOT

Availability of the amphitheater parking lot (across the street from the venue) must be discussed upon signing of contract.

FERRY TERMINAL PARKING LOT

100 Grinnell St. \$4.00 per hour / 10 hours maximum / 19 total spaces available

OLD TOWN GARAGE (PARK N RIDE)

300 Grinnell Street. \$4.00 per hour / \$32.00 per day / \$215.00 per month / Employee Parking Lot Permit \$25.00 per month / Residential Permits valid up to 4 hours per day / 250 total spaces available

HALF SHELL RAW BAR PARKING LOT

231 Block Margaret Street / \$4.00 per hour / 2 hours maximum / 19 total spaces available

KEY WEST BIGHT PARKING LOT (CAROLINE STREET LOT)

\$4.00 per hour / \$32.00 per day / \$215.00 per month / Residential Permits valid up to 4 hours per day / 120 total spaces available

CONCH REPUBLIC PARKING LOT (GREENE STREET LOT)

\$4.00 per hour / 10 hour maximum / 136 total available spaces

SIMONTON STREET BEACH PARKING LOT

0 Simonton Street / \$4.00 per hour / 10 hour maximum / Limited boat trailer parking

MALLORY SQUARE PARKING LOT

400 Wall Street / \$4.00 per hour / \$32.00 per day / 100 total spaces available

FIRE STATION PARKING LOT

Corner of Angela and Simonton Streets - borders the Old Town Fire Station / Pay Station in center of lot. \$4.00 per hour / 10 hour maximum / Residential Permits valid up to 4 hours per day / 84 total spaces available

FORT STREET PARKING LOT

918 Fort Street / Free Parking Lot / No Overnight Parking / 54 spaces.

PARKING CONTINUED

Truman Waterfront Park North Parking Lot

This lot is closest to the USCGC Ingham Museum, the TWFP playground/ splash pad and the fitness trail. / \$4.00 per Hour / Residential Permit allows 4 hours per day at no cost / Monroe County Resident Park Parking permit \$107.25 per year for up to 4 hours per day / 106 spaces.

Parking lots at Butler Blvd. and Angela St.

Adjacent to the Truman Waterfront Park playground, there are 3 parking lots at the intersection of Butler Blvd. and Angela St. / \$4.00 hr / Residential parking is accepted for up to 4 hours at no cost / 75 total available spaces

