

BUSINESS EVENT VENUE IN NOVATO, MARIN COUNTY

THE PERFECT INGREDIENTS FOR A SUCCESSFUL EVENT



THE RIGHT PLACE. THE RIGHT SPACE. THE RIGHT REASON.

The Key Room in Marin's historic Hamilton neighborhood offers an exceptionally accommodating option for business meetings, corporate parties, team-building activities, and charity events. Each event comes with an experienced planner to handle every detail while helping serve a larger social mission for our Marin community.



THE EVENT SPACE WITH A PURPOSE.

Operated by Homeward Bound of Marin, The Key Room helps fulfill the nonprofit's mission to provide shelter, services, and training for people in Marin facing barriers to housing and employment. In addition to a premium event site and excellent service, your booking of The Key Room makes a valued contribution to the greater community.

WHAT EXACTLY ARE YOU LOOKING FOR? TELL US AND WE'LL MAKE IT HAPPEN.

Our space is flexible and multipurpose—we'll configure it to your needs big and small. Our well-trained staff loves making your event special—including a dedicated event planner, customizable options, and genuinely friendly service.

DISPLAYING EXCELLENT TASTE. THE KEY ROOM IS FAMOUSLY FOOD-FORWARD.

Our professional chefs are happy to customize a unique and unforgettable menu including fresh produce from our onsite garden whenever possible. Group activities include innovative cooking classes, engaging demos, and tempting tastings in our large showcase kitchen.

The Key Room

FINE FOOD~EXCEPTIONAL EVENTS

OPEN TO A KEY ROOM EXPERIENCE? LET'S TALK.

Darby Tarantino • keyroom@hbofm.org • 415-382-3363 x214

VISIT US AT: WWW.THEKEYROOM.COM

CONVENIENT. COMFORTABLE. CARING.

Convenient Marin location near transportation, hotels, Highway 101, and historic Hamilton neighborhood

Beautiful spacious light-filled main room, breakout conference room for up to 12 people, trellised patio for indoor/outdoor flow, ample free parking

Onsite catering, customizable menus, innovative chefs

State-of-the-art IT and AV support

Certified Bay Area Green Business

Enhanced cleaning protocols for COVID-19; all staff are vaccinated

Outstanding value

RENTAL PRICING

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|---|---|
| Monday - Sunday Daytime (8:00 AM-4:00 PM) | \$300 up to 5 hours \$200 each additional hour |
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| Monday - Sunday Evening (After 4:00 PM) | \$500 up to 5 hours \$200 each additional hour |
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ADDITIONAL ITEMS

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|---------------|---|
| Tables | Included : (6)-6ft rounds, (10)-5ft rounds, (6)-8ft rectangular |
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|---------------|----------|
| Chairs | Included |
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| AV | Included |
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| Microphones | Included |
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| Wifi | Included |
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| Podium | Included |
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| Flatware | Included |
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| Glassware | Included |
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| Dishware | Included |
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| Linens | Available for an additional fee |
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| Decor Items | Available for an additional fee |
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| Service Staff with Catering | Included |
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| Service Staff without Catering | \$20-\$60 per hour |
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FACILITY SPECS

SIZE: 2,900 square feet

MAIN ROOM DIMENSIONS: 39 x 59 feet indoors; 12-foot ceilings; 17 x 47 feet of outdoor patio

CAPACITY: 120 seated; 250 for a standing reception

PARKING: Free onsite parking for 100+ vehicles

CONFERENCE ROOM: A 12-person conference room with AV is located adjacent to The Key Room and can be rented for meetings or event-related needs

Their kitchen is quite a thing to behold. It looks like something out of the Food Network. The Key Room is perfect for a wedding reception, large birthday party, or corporate affair.

~ KEVIN B,
MILL VALLEY

Our event went off without a hitch in a big part to you and your staff! The food was amazing and the room looked beautiful. Thank you for all you do for your staff and for making our day very special! Thanks!

~ DENISE LAWS,
KAISER PERMANENTE