

# HORIZON on Sunset



Your event should be a work of art.

# Our Story

For four decades, the renowned gallerist Ron Gremillion curated exceptional art from global talents at 2501 Sunset Boulevard, making quality art accessible to a broad audience. Now the Gallery and Event Center have transitioned to Horizon on Sunset, and continues its storied journey in the heart of Houston's art scene.

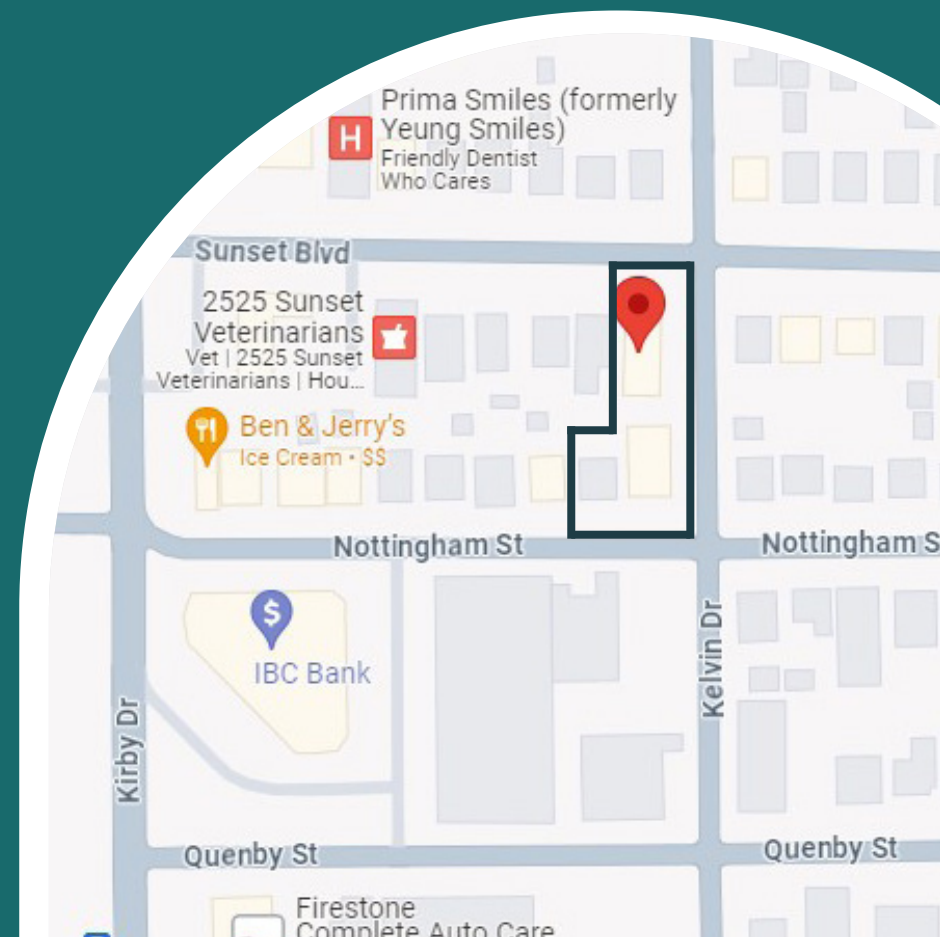
Horizon on Sunset is a three-building cultural center encompassing the Art Gallery, the Event Center, and an artist enclave. The complex also features two courtyards for outdoor dining and events.

You will have the ability to host your event in front of curated, one-of-a-kind art, pose in front of our world-shaking murals, give a speech in a lit sculpture garden, host a tea party surrounded by international pieces, or walk a runway against a pristine white background.

2501 Sunset Blvd.  
Houston, TX 77005

Located in South Hampton, Houston

[www.horizononsunset.com](http://www.horizononsunset.com)  
281-853-9436  
[info@horizononsunset.com](mailto:info@horizononsunset.com)





# Event Hours

## DAYTIME

**MONDAY -  
WEDNESDAY**

8 AM - 5 PM

Events must conclude  
by 5 PM

**THURSDAY -  
SUNDAY**

8 AM - 3 PM

Events must conclude  
by 1 PM

## EVENING

**MONDAY -  
WEDNESDAY**

5 PM - 10 PM

Events must conclude  
by 10 PM

**THURSDAY -  
SATURDAY**

4 PM - 2 AM

Events must conclude  
by 2 AM

**SUNDAY**

4 PM - 10 PM

Events must conclude  
by 10 PM









# What will you host?

Weddings  
Engagement Parties  
International Celebrations  
Corporate Meetings  
Brand Launches  
Holiday Parties  
Birthdays  
Concerts  
Fundraisers  
Fashion Shows  
Tea Service  
Bubbly Brunches  
Vow Renewals  
Anniversaries  
Bar/Bat Mitzvahs  
Quinceañeras  
Sorority and Fraternity Events  
Networking Events  
Baby Showers  
Graduation Parties  
Wellness Retreat

Or something we haven't even thought of!

# Spaces

## THE EVENT CENTER

The Event Center is a two-story event area in keeping with the interior white of our art gallery and features natural light throughout. The combined area is 3,329 SF for seated or standing parties. The event center has a service kitchen, elevator, and restrooms. The area can be used for a myriad of events, from fashion shows to weddings to cultural explosions. Guests can choose to use both levels, combine with the Art Gallery, or add on the courtyard.

## THE ART GALLERY

The Art Gallery is a two-story gallery that is approximately 2,800 SF. This beautiful blank canvas features our current art or can be curated especially for your event. The Gallery is a truly unique place to host an event. Attendees are immersed in a cultural experience that you cannot find anywhere else. The event center has a service kitchen, elevator, and restrooms. Guests can choose to use both levels, combine with the Event Center, or add on the courtyard.

## THE COURTYARD

The Courtyard is a 2,269-square-foot oasis with a lush design, modern neutral paving, and curated graphic art ordaining the building walls. There is standard seating and the ability to bring in seated tables, assembly seating, a stage, cocktail arrangements, tenting or other event materials. The Courtyard rental includes the Connecting Courtyard and can be rented in conjunction with the Event Center and/or the Art Gallery.

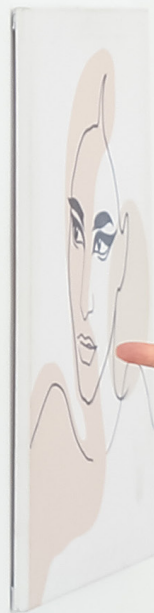
## THE CONNECTING COURTYARD

The Connecting Courtyard is a bonus space when you rent any of our facilities. The area connects the Art Gallery and the Event Center.











# WHAT IS INCLUDED:



Dedicated and experienced venue staff



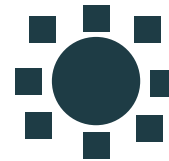
3 hour event plus an hour each of setup & teardown



Prep kitchen



Up to 100 covered chairs



Up to 10 sitdown round tables



Up to 8 rectangle tables



Gender neutral restrooms



Standard AV and WiFi



Dressing Suite



Portrait session



Rehearsal if area is available



Curated art throughout the venue

# FAQ

## Do you have an approved vendor list?

Yes, Horizon on Sunset provides an approved vendor list to assist with all of your event needs.

## Can I use a vendor of my choosing?

Yes, All vendors must be approved by Horizon on Sunset and are required to sign and return our vendor agreement form in advance.

## Do I need to have an event planner?

Yes, For weddings and corporate events we require a planner. To be sure your event is executed with excellence, we require all weddings and corporate events have, at minimum, a day of coordinator.

## Does Horizon on Sunset offer event planning services?

No, Horizon on Sunset does not offer event planning services, but we are happy to recommend approved planners.

## Are there any decor and exit restrictions?

To ensure our property stays in beautiful condition for each of our clients, the property does not allow glitter, confetti, balloon drops or open flame. Hanging any items from our chandeliers or ceiling and placing decals on our floor, walls, or ceiling is also strictly prohibited.

For wedding exits, we allow sparklers (away from the building), bubbles and light-colored flower petals.

Any real open flame candles encased in glass or floating, or cold sparks, will require a standby permit from the City of Houston and a Fire Marshall on site for the duration of the event. Sparklers will require an additional permit from the City of Houston and a Fire Marshall on site. The Client, Client's consultant and/or Client's décor vendor will be responsible for obtaining these permits from the City with a copy of the permit submitted to Horizon on Sunset at least 5 days prior to the event date.

## Is special event insurance required?

Yes, Client must present a \$1,000,000.00 minimum Certificate of Liability Insurance with Horizon on Sunset, LLC. is listed as the Certificate Holder. Don't let this scare you, a policy is minimal in cost and is to protect you, the Client and Horizon on Sunset.

## How do I obtain special event insurance?

Horizon on Sunset can provide you with a list of insurers. Many homeowner insurance companies can provide this.

## Do my vendors need insurance?

Yes, Vendors must provide a \$1,000,000.00 minimum Certificate of Liability Insurance with Horizon on Sunset, LLC. listed as the Certificate Holder.

## Can we serve alcohol?

Yes, alcohol is permitted within the property lines. Alcohol must be purchased and served through TABC licensed caterers and bartenders. Alcohol may not be sold at the facility.

## Do I need security?

Yes. Horizon on Sunset will contract security for events when there is art present.



Security will always include at least one HPD officer.

### Is parking available on-site?

Yes, but parking is limited. For events serving more than 20 guests Horizon on Sunset will contract with our valet team.

### Do you have a clean up policy?

Yes, we want to keep a beautiful facility for all our clients and a cleaning fee is included in your total cost. Caterers and decorators are responsible for their own clean up.

### Can I have my rehearsal here?

Yes, this is dependent on if an event is already booked at your requested time. Contact your event manager for more details.

### Can we view a sample contract?

Yes, we want our clients to always have full transparency for their event. The Event Manager can provide you with a sample contract in addition to the pricing sheet and approved vendor list.

### Do you host more than one event a day?

No, we never want our clients to feel rushed!

### Are you pet friendly?

Yes, we love to see your furry friends that are trained during photoshoots and wedding ceremonies. Once a reception or party begins, the pet(s) need to be escorted home for the evening, unless they are a registered service dog. All dogs must be attended to and leashed while on the property.

# HORIZON on Sunset



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