

433 Bishop Street Atlanta Georgia 30318

Convenient to Downtown, Midtown, Buckhead, Atlantic Station and the interstate, this is the perfect setting for both social and corporate events. Consider 433 Bishop for your wedding ceremony and receptions, rehearsal dinners, Bar and Bat Mitzvah's, corporate events, auctions and fundraisers, team building activities and holiday parties.

The capacity for events varies based on the style type of event, seating requirements, dancing area, outdoor spaces wanted, audio visual needs etc. The main event space is 4,000 square feet of chic industrial space with a built in bar and display kitchen.

Facility Rental Pricing	Saturday	\$3,500.00
	Sunday thru Friday	\$2,500.00

Rental fees are based on a **four hour event** with four hours of support time (3 hours set up & 1 hour break down and load out). Additional event time may be available at a cost of \$400.00 per hour.

A wedding **ceremony fee of \$1,000.00** includes an extra hour of event time, an extra hour of set up time and a 1 hour rehearsal. Rehearsals planned around *other events*, inquire for details.

Beverage pricing

****\$2,500.00 beverage minimum applies to Saturday nights**
(Certain Holiday weekends and December dates also have minimums)

Beverage Service Options:

Option I: Bar Service: Hosted by the Hour or Per Person

This option includes your choice of call or premium brand liquors, beer, house wine, mixers and glassware for a pre-determined price per person. Children's pricing avail.

Example: A four (4) hour Call Brand Bar is \$31.00 per person plus 22% Service plus 8% Sales Tax and 3% Liquor Tax.

Time frame	Beer/Wine Only	Call Brand Bar	Premium Brand Bar
1st Two (2) hours:	\$18.00 per person	\$21.00 per person	\$24.00 per person
Each additional hour:	\$4.00 additional	\$5.00 additional	\$6.50 additional
For a 4 hour event =	\$26 per person	\$31 per person	\$37 Plus service charge and tax
For a 4.5 hour event =	\$28 per person	\$33.50	\$40.25

For a wedding ceremony + reception, the bar will typically be for 4.5 hours. Beer and wine included in Call and Premium Bars. House wines for call brand bar & premium wines for premium bar; beers listed below.

Liquor Selections

Vodka
 Gin
 Scotch
 Bourbon
 Blend/Whiskey
 Rum

Call Brands

Smirnoff
 Gordon's
 Johnny Walker Red
 Jack Daniels
 Seagram's 7
 Ron Carlos

Premium Brands

Ketel One
 Tanqueray
 Johnny Walker Black
 Maker's Mark
 Crown Royal
 Bacardi Light

*The following mixers are provided with all bar selections: Coke, Sprite, Diet Coke, ginger ale, tonic water, soda water, orange juice, cranberry juice, grapefruit juice and bottled water.

Option II: Bar Service Hosted by the Drink or On Consumption

This option is based on actual consumption during the event. The price *per drink* is as follows:

Premium Brand Liquor:	\$8.00	Call Brand Liquor:	\$7.00
Beer:	\$5.00	Sweetwater 420, Stella Artois, Yuengling, Bud Light	
Soft Drinks and Bottled Water	\$2.50		

House Wines: (standard with beer and wine and call bar packages)

Forestville Chardonnay and Merlot and Twisted Pinot Grigio \$7.00 per glass

Premium Wines: (standard with premium bar, upgrade to premium wines for \$3.50 per guest with a beer and wine or call package)

Fog Head Chardonnay, Massimo Sauvignon Blanc, La Merika Pinot Noir and Noble Vines 337 Cabernet Sauvignon \$8.00 per glass

Sparkling:

House Champagne: Charles de Ferer Blanc de Blanc, France \$37.00/bottle

Premium Champagne: La Marca Prosecco, Italy \$42.00/bottle

Please inquire for our full wine list

Additional Bar Details and Services:

Cash bar: Another bar option as well, inquire for details

Passed Champagne Toast: Champagne hand passed by our staff to your guests, offering our House Champagne, Charles de Ferer Blanc de Blanc, at \$4.00++ per guest or our Premium Champagne, LaMarca Proecco, at \$5.00++ per guest

Table Side Wine Service: Would be an additional charge from an open bar. House wine or Premium wine may be offered to the table. See account executive for all pricing and details. Additional staff is needed and a cost for the wine can be obtained for you as well.

Staff Charges:

There is a fee of \$150.00 per Bar staff person.

Bars require bartenders, bar backs and bussers/servers, they are **\$150.00 each**.

Please inquire for specific quotes on staffing; *an example is: A 4 hour event with @150 guests would be 2 bartenders, 1 bar back and 2 servers (\$750.00 in staffing charges).*

Additional Information:

All beverages are subject to a 22% service charge and 8% sales tax applies to beverage and service charges. An additional 3% sales tax applies to all liquor charges.

The above pricing, brands and rates are subject to availability and change. Beverage minimums apply in the month of December on Saturdays and certain holidays.

The Georgia State Liquor Commission regulates the sale and service of alcoholic beverages. As a licensee, Novare Events is responsible for the administration of these regulations. It is our policy therefore, that liquor, beer and wine cannot be brought into the building therefore **NO ALCOHOL MAY BE BROUGHT INTO VENUE without coming from Novare Events.**

Parking

We have limited on-site parking. Please inquire for details

Each event is different and we will manage parking case by case.

There are approximately 55 spaces available for complimentary self-parking.

There is currently no on site, daytime parking.

Catering

Novare Events works exclusively with the approved catering partners on the attached list. Please visit their websites for more information. Your caterer will help with all of your food service needs. **There will be a \$1,500.00 charge for using a caterer not on our preferred list.** Inquire for other details and requirements.

Other Services

Please inquire about services you may need such as coat check, additional security, a tent or any other service needs you may desire.

To Book a Date

The full venue rental is due with a signed contract to book the venue and secure your date. Other fees, minimums, etc. are due in subsequent payments and a full payment schedule will be on your contract.

433 Bishop contact and addresses:

Myrna Antar 404-962-8709 mantar@novareevents.com

817 West Peachtree St NW Suite 400 Atlanta GA 30308 mailing address

Deposits and Payment Policies

The full room rental fee is due with return of the signed contract/rental agreement to secure the venue for your event. Your date and event are not confirmed until both are received. The rental deposit is non-refundable.

Approximately 75 days prior to the event, the beverage and service fees are due with the final payments due prior to the event.

A refundable security deposit of \$1500 is due thirty days prior as well; this deposit will be used for any damage, staff overtime or excessive cleaning needed due to actions by the client, vendors or guests.

Notes/Other

Rates are subject to change without notice

Please inquire for non-profit rates; limitations may apply

Holiday rates may vary or be higher

Included in your rental:

The Venue provides the following tables and chairs:

- 5 60” round tables** (seats 8-10 guests)
- 5 Hi boy tables** (high tables typical for standing around)
- 200 Natural Wood Folding chairs**

Also provided are an event/venue manager, a security guard, free parking spaces and the tables and chairs noted above.

You would hire **outside vendors** for flowers and décor, drape, wedding coordinators, linens, band, stage, audio visual needs etc. We can offer many vendor recommendations as well, please inquire!

We are partners with **Peachtree Tents & Events and 'Collection'** and we can help you with rental items, lounge and specialty furniture. Please inquire for details.

Preferred /Approved Caterers

A Divine Event www.ADivineEvent.com
Diane Park 770-587-9117
Diane@ADivineEvent.com

Affairs to Remember www.affairs.com
Rich Wilner 404-872-7859
Rich@Affairs.com

Bold American Events + Catering www.boldamerican.com
Michelle Segura for Social events and weddings MSegura@Boldamerican.com
Bailey Ward for Corporate event BWard@BoldAmerican.com

Dennis Dean, A Catering Company www.dennisdeancatering.com
Dennis Dean Retzleff 404-457-1002
Dennis@DennisDeanCatering.com or Clare@DennisDeanCatering.com

Endive, Fine Catering www.EndiveAtlanta.com
Noelle, Julia or Carol 404-504-9040
Julia@EndiveAtlanta.com

Glorious Events www.GloriousEvents.Net
Steve Moore 678-205-3180 office
Steve@GloriousEvents.net

A Legendary Event www.alegendaryevent.com
404-869-8858 Main number
Michelle Lend MLend@ALegendaryEvent.com

Proof the Pudding www.Proofpudding.com
Jeffery Hollington 404-892-2359 Ext 116
jhollington@proofpudding.com

Soiree Catering & Events www.SoireeCateringAtlanta.com
Kate Sasnett 404-467-1699
kate@SoireeCateringAtlanta.com

Three Sisters Catering www.CaterWithThreeSisters.com
404-488-4565 office
Christina@CaterWithThreeSisters.com

You may use any florist or decorator with no charge, a preferred is:

Bold American Events www.BoldAmericanDesign.com
Kristine Polstra KPoslstra@BoldAmerican.com 404-961-7590

Local Hotel Options and Contacts

TWELVE Hotel & ResidencesSM ATLANTIC STATION[®]

361 17th Street, NW

www.twelvehotels.com 404-961-1220 or 418-1242 direct

Adrienne Warren Awarren@twelvehotels.com

The Four Seasons

75 14th Street

Nora.Schlesenger@fourseasons.com

www.fourseasons.com

404-253-3814 direct

Marriott Suites Midtown, Renaissance, Courtyard & other Marriott properties in the midtown area

Tigina Taylor, tigina.hodges@marriott.com

www.marriott.com Direct 404-713-0933

The Loews Hotel

1065 Peachtree Street NE

Atlanta, GA 30309

404-745-5712 (office)

Jay Heiskell jheiskell@loewshotels.com

W Midtown

188 14th St NE Atlanta, GA 30361

(404) 892-6000

Hampton Inn

244 North Ave Atlanta GA 30313

404-881-0881

Sheryl.newman@hilton.com

(Shuttles provided by Courtyard and Hampton Inn, see hotels for details)