

THE BILTMORE

The Biltmore, located in midtown Atlanta, is a perfect venue for corporate celebrations, weddings, and association meetings offering event attendees a uniquely elegant experience.

The Biltmore is home to the Georgian and Imperial ballrooms, Atlanta's two most spectacular European-style ballrooms. Both ballrooms feature hardwood floors, handcrafted plaster ceilings, stately columns, sparkling crystal chandeliers and Palladian windows. Each ballroom has its own salon area, private catering kitchen, separate entrance, and restrooms. The Biltmore also features convenient parking, a beautiful courtyard, and room for up to 1,500 guests. The ballrooms are ideal venues for corporate and social events, offering guests an elegant environment with regal charm.

Originally built in 1924 as Atlanta's premier hotel, the 11-story Biltmore Hotel emerged via a partnership between Atlanta's William Candler and New York hotel mogul John McEntee Bowman. Candler financed the \$6 million development with his share of the \$25 million buyout of his father's Coca-Cola empire. The Biltmore Hotel became the focal point of social life in Atlanta, hosting a wide variety of events from galas, wedding receptions, and high-society teas to civic meetings and local political fund-raisers.

In its heyday, the Biltmore Hotel's clientele included such luminaries as William Randolph Hearst, Charles Lindbergh, Betty Davis, Bob Hope, Vivien Leigh, and Presidents Roosevelt and Eisenhower. The Biltmore has also been the backdrop for several feature films including *Driving Miss Daisy*, *Love Potion #9*, *Diary of a Mad Black Woman* and *42- The Jackie Robinson Story*, and *Confirmation*. The radio towers atop The Biltmore were installed in 1925 when WSB Radio made The Biltmore its home.

Through the renovation, which was completed in 1999, The Biltmore was transformed into Class A office, retail, and special event space. Today, The Biltmore is home to over thirty Atlanta businesses and provides an elegant backdrop for the social and business life of Atlanta.

THE BILTMORE

Monday-Thursday Rates:

	Rental	Beverage Minimum
Georgian Ballroom	\$3,500	n/a
Imperial Ballroom	\$3,000	n/a

Friday/Sunday Rates:

Georgian Ballroom	\$4,500	n/a
Imperial Ballroom	\$3,500	n/a

Saturday Rates:

	Rental	Beverage Minimum
Georgian Ballroom	\$5,000	\$5,000, plus tax and service charge
Imperial Ballroom	\$4,000	\$4,000, plus tax and service charge

A ceremony may be added in the same ballroom for \$1,000. This fee allows for an extra hour of event time, use of a changing room, and a one hour rehearsal.

*\$1,000 room rental discount will be offered if our preferred caterer, Bold American Events, is used.
(Minimums apply.)

**A beverage minimum applies on all Saturdays and holidays.

Please inquire about high demand rates for holidays, proms, and December events.

NOTE: Rental prices are subject to change without notice.

THE BILTMORE

Maximum Capacities:

	Seated Dinner with no dance floor	Seated Dinner with a dance floor	Cocktail Reception	Theatre Style
Georgian Ballroom	400	300	500	370
Imperial Ballroom	290	220	400	300

Square Footage:

Georgian Ballroom	4,431 sq. ft.
Georgian Salon Area	2,979 sq. ft.
Georgian Promenade	672 sq. ft.
Imperial Ballroom	4,254 sq. ft.
Imperial Salon Area	1,277 sq. ft.

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Sunday Wedding Package**Our Sunday Wedding Package Includes:**

- ❖ Both ballrooms for your Ceremony & Reception for \$6,500
- ❖ The Imperial Ballroom for your Reception only for \$3,500*
- ❖ The Georgian Ballroom for your Reception only for \$4,500*

*Your wedding ceremony in the same ballroom can be added for an additional \$1,000.
- ❖ 300 Gold Chiavari Chairs with ivory seat cushions for the Georgian Ballroom
- ❖ 200 Gold Chiavari Chairs with ivory seat cushions for the Imperial Ballroom
- ❖ Sheer Ivory Entryway Drape & One Set of Ivory Tufted Lounge Furniture – 1 sofa, 1 loveseat, 1 coffee table and two end tables – in the Salon area
- ❖ 5 Hours of Event Time for a Ceremony and Reception, 4 hours of event time for a Reception only
- ❖ 3 Hours of Set Up time and 1 Hour of Breakdown time
- ❖ A 1 Hour Wedding Rehearsal is included in the Ceremony fee and the exact time and date of the rehearsal will be confirmed 1 month before the wedding. Parking for the rehearsal is not complimentary. Please consult your account executive for pricing and options.
- ❖ If the wedding ceremony is being held at the Biltmore, use of the bridal changing room 3 hours before the ceremony is included in the Ceremony fee
- ❖ Self-parking is available in the Biltmore garage for \$10.00 per car. Valet parking can be arranged for an additional fee.
- ❖ There is no beverage minimum with this package, but please inquire about discounted beverage pricing available.

Please note that the discounted Sunday package is NOT available on the Sundays of Memorial Day and Labor Day weekends. A beverage minimum applies on these Sundays. Please consult with your Novare Events account executive for Holiday Weekend Sunday pricing details.

\$1,000 room rental discount will be offered if our preferred caterer, Bold American Events, is used (minimums apply).

Policies

- ❖ Standard rental fees are based on a four (4) hour event with three (3) hours of set up time and one (1) hour of breakdown time. Should the event exceed the contracted time, overtime charges of \$400.00 per hour will apply.
- ❖ Any lighting that is used in the ballrooms must be wireless. Nothing can be taped to the floors.
- ❖ Fog machines, smoke machines, sparklers, confetti, colored petals, rice, glitter, helium balloons, or birdseed are **NOT** permitted in the Premise or the Building. White rose petals are permitted. All candles must be enclosed in votives or hurricanes.
- ❖ The Biltmore does not provide any table linens or napkins.
- ❖ Your rental includes:
 - (25) 60" Rounds, (10) 36" Lowboy Rounds, (10) 6' Tables
 - Ivory Tufted Lounge Furniture (1 Sofa, 1 Loveseat, 1 Coffee Table, and 2 End Tables)
 - 300 Antique Gold Chiavari chairs with an ivory seat cushion for the Georgian Ballroom
 - 200 Antique Gold Chiavari chairs with an ivory seat cushion for the Imperial Ballroom
 - Sheer ivory entryway drape
- ❖ The full ballroom rental is due as the deposit with the return of the signed contract within 10 days of receipt. This rental payment and all other deposits and payments are non-refundable.
- ❖ 6 months prior to the event, half of the beverage minimum and labor charges are due.
- ❖ The final balance and the \$1,500 refundable security deposit (for any damages that may occur) are due three (3) days prior to your event.
- ❖ Novare Events is a facility rental company. As a courtesy to our clients, we offer in-house beverage services. All other services must be provided by a licensed vendor. See our preferred list for recommendations.

Parking

- ❖ **Evening and Weekend Parking** is available in The Biltmore garage for \$10.00 per car. Please consult your account executive for pricing.
- ❖ **Weekday & Overflow Parking** is available in the AT&T deck on the corner of 5th Street and West Peachtree Street. Event attendees will need to enter the lot on West Peachtree Street, park and cross 5th Street to The Biltmore. Should the AT&T parking garage need to be used, there will be a \$150 fee for the parking attendant.
- ❖ **Valet Parking** is available at an additional charge. Please consult your Account Executive for pricing.

THE BILTMORE

Beer and Wine Hosted Bar

4 Hour Open Bar - \$26.00++ per guest
 \$4.00++ per guest for each additional hour

Includes:

Butler passed wine upon guest arrival

Beers –Stella Artois, Sweetwater 420, Bud Light, and Yuengling

House Wines – Sycamore Lane Chardonnay, Twisted Pinot Grigio, Sycamore Lane Cabernet Sauvignon, Freixenet Sparkling Wine

Non-alcoholic Beverages – Coke, Sprite, Diet Coke, Ginger Ale, Tonic Water, Soda Water, Orange Juice, Cranberry Juice, Grapefruit Juice, Pineapple Juice, and Bottled Water

For an additional \$3.00++ per guest the following Premium Brand wines will be available:

Premium Wines – Noble Vines 242 Sauvignon Blanc; Noble Vines 446 Chardonnay, Irony Pinot Noir, Irony Cabernet Sauvignon; Stellina di Notte Prosecco

Call Brand Hosted Bar

4 Hour Open Bar - \$31.00++ per guest
 \$5.00++ per guest for each additional hour

Includes:

Butler passed wine upon guest arrival

Liquors – Smirnoff Vodka, Gordon's Gin, Johnnie Walker Red Scotch, Jack Daniel's Bourbon, American Spirit Whiskey, Seagram's 7 Blend, and Ron Carlos Rum

Beers –Stella Artois, Sweetwater 420, Bud Light, and Yuengling

House Wines – Sycamore Lane Chardonnay, Twisted Pinot Grigio, Sycamore Lane Cabernet Sauvignon, Freixenet Sparkling Wine

Non-alcoholic Beverages – Coke, Sprite, Diet Coke, Ginger Ale, Tonic Water, Soda Water, Orange Juice, Cranberry Juice, Grapefruit Juice, and Pineapple Juice, Bottled Water

Premium Brand Hosted Bar

4 Hour Open Bar - \$37.00++ per guest
 \$6.50++ per guest for each additional hour

Includes:

Butler passed wine upon guest arrival

Liquors – Ketel One Vodka, Bombay Gin, Glenlivet 12 year Scotch, Bulleit Bourbon, Crown Royal Blend, American Spirit Whiskey, and Bacardi Light Rum

Beers –Stella Artois, Sweetwater 420, Bud Light, and Yuengling

Premium Wines – Noble Vines 242 Sauvignon Blanc; Noble Vines 446 Chardonnay, Irony Pinot Noir, Irony Cabernet Sauvignon; Stellina di Notte Prosecco

Non-alcoholic Beverages – Coke, Sprite, Diet Coke, Ginger Ale, Tonic Water, Soda Water, Orange Juice, Cranberry Juice, Grapefruit Juice, and Pineapple Juice, Bottled Water

Consumption Bar Pricing:

Call Brand Liquor Drinks:	\$7.00++ per drink
Premium Brand Liquor Drinks:	\$8.00++ per drink
House Wine:	\$7.00++ per glass
Premium Wine:	\$8.00++ per glass
Beer:	\$5.00++ per bottle
Non-alcoholic Beverages:	\$2.50++ per drink

Miscellaneous Beverage Options:

Passed Toast with Freixenet Sparkling Wine	\$4.00++ per guest
Passed Toast with Stellina di Notte Prosecco	\$5.00++ per guest
Tablesides House Wine Service during Dinner added to per person bar package	\$4.00++ per guest
Tablesides Premium Wine Service during Dinner added to per person bar package	\$5.00++ per guest

Staff Charges:

A fee of \$150 per Bartender, \$150 per Bar Back, and \$150 per Busser is applicable for the above bar service options. One bartender is required for every 75 guests and one bar back plus one busser are required for every two bartenders. Should table-side wine-service be added, one (1) Wine Server is required for every four (4) guest tables. The fee is \$150 per Wine Server.

Additional Information:

++ denotes that all beverages are subject to a 22% service charge and 8.5% sales tax applied to beverage and service charges. An additional 3% sales tax applies to all liquor charges.

All alcoholic beverage service for the events at The Biltmore is provided by Novare Events, LLC.

NOVARE EVENTS

THE BILTMORE

Preferred Caterer

Bold American Events*
404.815.1178
www.boldamerican.com
info@boldamerican.com

Preferred Floral and Décor Designer

Bold American Events*
404.696.4737
www.boldamericandesign.com
info@boldamericandesign.com

***\$1,000.00 room rental discount will be offered if our preferred caterer, Bold American Events, is used. (Minimums apply)**

Approved Caterers

Affairs to Remember
404.872.7859
www.affairs.com
events@affairs.com

Palate
770.455.3663
<http://www.palateatl.com/>
sales@palateatl.co

A Divine Event
470.514.4925
www.adivineevent.com
sales@adivineevent.com

Proof of the Pudding
404.892.2359
<http://proofpudding.com/biltmore.php>
sales@proofpudding.com

A Legendary Event
404.869.8858
www.legendaryevents.com
info@legendaryevents.com

Soiree Catering & Events
404.467.1699
www.soireecateringatlanta.com
kelly@soireecateringatlanta.com

Dennis Dean, A Catering Company
404.475.1002
www.dennisdeancatering.com
info@dennisdeancatering.com

Three Sisters Catering
404.488.4565
www.caterwiththreesisters.com
kate@caterwiththreesisters.com

Endive – A Fine Catering Company
404.504.9040
www.endiveatlanta.com
info@endiveatlanta.com

Audio Visual Services

Active Production and Design, Inc.
404.633.3527
www.activeproductionanddesign.com
matt@activeproductionanddesign.com

Production People Inc.
404.696.0196
www.productionpeople.com
info@productionpeopleinc.com

****If you would like to use a caterer that is not on our approved list, then we will need a copy of their business license and Certificate of Liability Insurance. There is also a \$1,500.00 kitchen use/outside catering fee. Please be sure that your caterer can comply with our house rules (see your Account Manager for details) before you sign a contract with a caterer that is not on our approved list.***

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Recommended Hotels:

Georgia Tech Hotel and Conference Center

800 Spring Street, NW

www.gatechhotel.com

Breanna Lawrence

breanna.lawrence@gatechhotel.com

404-838-2112

RENAISSANCE ATLANTA MIDTOWN HOTEL

866 West Peachtree Street, NW

www.renhotels.com

Wanda Graves

Wanda.graves@renhotels.com

678.412.2335

Marriott Courtyard Midtown

1132 Techwood Drive

www.marriott.com

844.692.8252

Marriott Suites Midtown

35 14th Street

www.marriott.com

844.692.8252

Residence Inn Atlanta Midtown, Peachtree at 17th

1365 Peachtree Street

<http://www.marriott.com/hotels/travel/atlri-residence-inn-atlanta-midtown-peachtree-at-17th/>

Hulon Yancey

Hulon.Yancey@interstatehotels.com

404.745.1005

Four Seasons Atlanta

75 14th Street

www.fourseasons.com

Courtney Clough

courtney.clough@fourseasons.com

404.253.3815

