

THE FOUNDRY AT PURITAN MILL

Built in 1921, The Foundry at Puritan Mill was constructed and operated by Puritan Chemical Company. Puritan soap and other cleaning products were manufactured and stored in the building until they were shipped on the neighboring Atlantic Coast Line Railroad. The site served as the Atlanta headquarters for Puritan Chemical Company until 1996. In 2000, the location was purchased by Urban Realty Partners and Weaver & Woodberry Company to be restored and converted into a mixed-use facility.

At 12,000 square feet, The Foundry is a truly dramatic and flexible event space. Original pine beams, expansive skylights, and polished concrete floors offer a backdrop with character and history, illustrating the industrial past and lively present of Atlanta's popular Westside. The spacious interior affords ample room for the installation of virtually any event—from formal weddings to high-energy social events.

Facility Address: 916 Joseph E. Lowery Boulevard **NW**, Atlanta, Georgia 30318

Office Address: 817 West Peachtree Street, NW, Suite 400 Atlanta, Georgia 30308

Capacity

The maximum capacity of the space may vary from below due to seating requirements, dance floor size, catering needs and audio/visual needs. The 12,000 square foot event space can comfortably accommodate the following number of guests:

Reception	1,200 guests
Seated Dinner	800 guests
Theater Style	650 guests
Wedding ceremony/reception	350 guests

Facility Rental Fees

(Facility fees may vary depending on time of the year, beverage minimums also may apply)

<u>Day of the week</u>	<u>Rental</u>	<u>Beverage minimum</u>	<u>Ceremony fee</u>
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Sunday-Friday	\$4,000.00	*N/A	\$1,000.00
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*Beverage minimums may apply depending on day of week and time of year, ask your sales rep for details.

Saturday	\$5,000.00	\$5,000.00	\$1,500.00
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- Rental fees are based on a four-hour event with four hours of support time. Additional access time is available at \$400 per hour. An additional fee may apply to event time after midnight. The ceremony fee gives an extra hour of event time, an extra hour of load-in time, a one-hour rehearsal the day before (based on venue availability) and a room for the bride to change in.

Please inquire about high demand rates for Citywide Events, Holidays, Proms and December Events.

THE FOUNDRY AT PURITAN MILL

The rental fee includes use of:

25- 60" round tables	10 - 36" round tables (can be cocktail or high-top height)
9 - 48" round tables	250 Fruitwood Chivari Chairs (dark brown stained wood)
4 - 8' wooden farm tables	

- Rental also includes 190 feet of ivory sheer drape hanging from ceiling to floor at designated points. To remove or move draping to other rigging points, there is a \$250.00 fee per 80 feet, maximum \$500.00 charge.
- The rental fee includes access to the 300-space parking lot. Valet services may be required for any event exceeding 400 guests. Daytime events are limited to 50 parking spaces.
- The Rental includes access to the outdoor Urban Garden and café lighting.
- The rental fee includes security for 300 guests. If attendance is to exceed 300 guests, one additional officer is required for every 150 guests at a rate of \$210 each. (Additional security rules apply to Sorority/Fraternity Functions)
- Novare Events, LLC handles all of the beverage services for your guests. No outside beverages may be brought on premise. A beverage minimum of \$5,000 applies to all Saturday evenings.
- There are approved caterers at The Foundry. Please contact your caterer for any food service needs.
- A \$2,000 outside catering fee applies to any caterer selected who is not on our approved list.
- Please inquire about available valet, tenting, restroom attendants and coat check services.
- Please inquire about high demand rates for Citywide Events, Holidays, Proms and & December events.
- Rates are subject to change without notice.

Deposits & Payments Policies

DEPOSITS & PAYMENT POLICIES

- The rental fee is due with the return of the signed rental agreement. The date of the event is not reserved until this payment and the signed rental agreement are received. The rental fee is non-refundable.
- Six (6) months prior to the event date, the beverage minimum is due.
- Five (5) working days prior to the event date, the final payment is due. The final payment must be made with a credit card or certified check.
- A \$1,500 security deposit is due five (5) days prior to your event as security for any damages that may occur.
- Novare Events accepts payments in the form of cash, check or credit card. Checks may be made payable to "Novare Events, LLC." A 3 or 4% administration fee applies to all credit card transactions.

The Foundry at Puritan Mill

Beer and Wine Hosted Bar

4 Hour Open Bar - \$29.00++ per guest, 4.5 Hour Open Bar - \$31.50++ per guest
\$5.00++ 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, Freixenet Blanc de Blanc 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 - \$34.00++ per guest 4.5 Hour Open Bar - \$37.00++ per guest
\$6.00++ per guest for each additional hour

Includes:

Butler passed wine upon guest arrival

Liquors – Smirnoff Vodka, Bombay Gin, Speyburn Braden Orach Scotch, Jim Beam Bourbon, George Dickel 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, Freixenet Blanc de Blanc 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 - \$39.00++ per guest 4.5 Hour Open Bar - \$42.50++ per guest
\$7.00++ per guest for each additional hour

Includes:

Butler passed wine upon guest arrival

Liquors – Ketel One Vodka, Titos Vodka, Bombay Sapphire Gin, Glenlivet 12 year, 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:	\$9.00++ per drink
Premium Brand Liquor Drinks:	\$11.00++ per drink
House Wine:	\$8.00++ per glass
Premium Wine:	\$10.00++ per glass
Beer:	\$6.00++ per bottle
Nonalcoholic Beverages:	\$3.00++ per drink

Additional Information:

++ denotes that all beverages are subject to a 22% service charge and 8.9% sales tax applied to beverage and service charges. An additional 3% sales tax applies to all liquor charges.

All alcoholic beverage service is provided by Novare Events, LLC.

Additions / Upgrades to Per person bar packages

Ultra-premium wines

Select (4) of the following to upgrade Premium package	\$10++ per guest
Select (4) of the following to upgrade Call or Beer and Wine package	\$13++ per guest
La Crema Chardonnay Sonoma Coast, Raeburn Chardonnay Russian River Valley, Matua Sauvignon Blanc Marlborough, Château Minuty Rosé Cotes de Provence R. Stuart & Co. Love, Oregon Pinot Noir Oregon, Cambria Pinot Noir Santa Maria Valley, Black Stallion Cabernet Sauvignon Napa, Sterling Vineyards Napa Valley Cabernet Sauvignon, Gérard Bertrand Kosmos Red Blend Languedoc-Roussillon	

Tableside and Toasts

Passed Toast with Freixenet Sparkling Wine	\$4.00++ per guest
Passed Toast with Stellina di Notte Prosecco	\$5.00++ per guest
Tableside House Wine Service during Dinner	\$5.00++ per guest
Tableside Premium Wine Service during Dinner	\$6.00++ per guest
Tableside Ultra-Premium Wine Service during Dinner	\$7.00++ per guest

Liquor add ons/upgrades:

Olmecca Alton Plata Tequila	\$2.00++ per guest
Don Julio Tequila	\$4.00++ per guest
Jameson Irish Whiskey	\$3.00++ per guest
Hennessey VS	\$4.00++ per guest
Titos on the Call brand bar	\$2.00++ per guest
 Cordials: Bailey's, Kahlua, Amaretto di Saronno and Frangelico	 \$6.00++ per guest

Craft Beers:

Substitute any 2 of listed beers with two of the below beers for	\$2.00++ per guest
Change all 4	\$5.00++ per guest
Terrapin Sound Czech Pilsner, Creature Comforts Tropicalia IPA, MNB I'm On a Boat Golden Ale, Wild Heaven Emergency Drinking	

Craft specialty cocktail, during cocktail hour, select one from below

Sangria (white or red)	\$3.00++ per guest
Old Fashion-Bulleit Bourbon, Bitters, Sugar	
French 75-Bombay Sapphire lemon juice, simple syrup, prosecco	
Ultimate Lemonade-Titos Vodka, Elderflower liquor, lemonade	
Margarita-Alton Pata Tequila, trip sec, lime juice, sweet and sour	
Mule (Moscow-Ketel One, London-Bombay Sapphire Gin, Kentucky-Bulleit Bourbon) lime juice, bitters, ginger beer	

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 is required for every two bartenders.

Additional Information:

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Approved Caterers

Affairs to Remember

Saffold Barksdale
saffold@affairs.com
404.872.7859
www.affairs.com

***Bold American Catering**

Molly Irwin – Social
mirwin@boldamerican.com
678-302-3224
Megan Wentz – Corporate
Mwentz@boldamerican.com
678.302.3223

Dennis Dean, A Catering Company

Annie Duncan
annie@dennisdeancatering.com
404.475.1002
www.dennisdeancatering.com

Endive

Julia Hurwitz
Julia@endiveatlanta.com
404.504.9040
www.endiveatlanta.com

Fox Brothers Caterer

Hayley Murschel
404.539.8609
hayley@foxbrosbbq.com

Legendary Events

Lorena Kanani
404.605.8924
lkanani@legendaryevents.com
www.legendaryevents.com

Proof of the Pudding

Barbara Yontz
byontz@proofpudding.com
404.898.1759
www.proofpudding.com

Soiree Catering

Kelly Walling
Kelly@soireecateringatlanta.com
404.467.1669
www.soireecateringatlanta.com

Three Sisters Catering

Kate Holway – Social
kate@catererwiththreesisters.com
404.488.4565
www.catererwiththreesisters.com

Bhojanic

Archna Becker
404-386-1940
archna@bhojanic.com
www.bhojanic.com

***\$1,000 room rental discount will be offered if our preferred caterer, Bold American Catering, is used**

If you would like to use a caterer that is not on our approved list, we will need a copy of their business license and proof of insurance. There is also a \$2,000 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.

Please note many of our approved caterers are happy to work with a variety of different Ethnic restaurants and caterers to provide specialty cuisine for your event.