

## 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>
Friday	4,500.00	2,500.00	2,000.00
Saturday	6,500.00	5,500.00	2,000.00
Sunday-Thursday	4,500.00	2,500.00 – Sunday only	2,000.00

\*Beverage minimums may apply depending on day of week and time of year, ask your sales rep for details.

- Rental fees are based on a four-hour event with four hours of support time. Additional access time is available at \$600 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 \$250.00 each. (Additional security rules apply to Sorority/Fraternity Functions)
- Any event with more than 300 guests, one additional Event Manager is required at a rate of \$250.00 each. For every 300 guests thereafter, an additional Event Manager will be required at a rate of \$250.00 each.
- Novare Events, LLC handles all of the beverage services for your guests. No outside beverages may be brought on premise. A beverage minimum of \$5,500 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 and restroom attendants.
- 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.
- Ten (10) 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 refundable damage deposit is due ten (10) 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 - \$32.00++ Per Person; 4.5 Hour Open Bar - \$34.75++ Per Person  
\$5.50++ Per Person for each additional hour

Children between 6-20 \$13.50 ++ for unlimited non-alcoholic beverages

***Butler passed wine upon guest arrival for the cocktail hour***

**Beers** –Stella Artois, Sweetwater 420, and Miller Lite

**House Wines** – Sycamore Lane Chardonnay, CA Donini Pinot Grigio, Sycamore Lane Cabernet, and 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

**\*\*Upgrade to the Premium Brand Wines for an additional \$3.50++ Per Person\*\***

Premium Wines – Joel Gott Chardonnay, Oyster Bay Sauvignon Blanc, Bieler Rose, Hangtime Pinot Noir, Spellbound Cabernet, and Grandial Brut

### Call Brand Hosted Bar

4 Hour Open Bar - \$37.50++ Per Person; 4.5 Hour Open Bar - \$41.00++ Per Person  
\$7.00++ Per Person for each additional hour

Children between 6-20 \$13.50 ++ for unlimited non-alcoholic beverages

***Butler passed wine upon guest arrival for the cocktail hour***

**Liquors** – Smirnoff Vodka, Bombay Gin, Speyburn Braden Orach Scotch, Old Forester, Seagram's 7 Blend, and Ron Carlos Rum

**Beers** –Stella Artois, Sweetwater 420, and Miller Lite

**House Wines** – Sycamore Lane Chardonnay, CA Donini Pinot Grigio, Sycamore Lane Cabernet, and 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

### Premium Brand Hosted Bar

4 Hour Open Bar - \$43.50++ Per Person; 4.5 Hour Open Bar - \$47.75++ Per Person  
\$8.50++ Per Person for each additional hour

Children between 6-20 \$13.50 ++ for unlimited non-alcoholic beverages

***Butler passed wine upon guest arrival for the cocktail hour***

**Liquors** – Tito's Vodka, Bustletown Vodka, El Jimador, Bombay Sapphire Gin, Glenlivet 12 year, Bulleit Bourbon, Crown Royal Blend, and Bacardi Light Rum

**Beers** –Stella Artois, Sweetwater 420, and Miller Lite

**Premium Wines** – Joel Gott Chardonnay, Oyster Bay Sauvignon Blanc, Bieler Rose, Hangtime Pinot Noir, Spellbound Cabernet, and Grandial Brut

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

### Ultra-Premium Brand Hosted Bar

4 Hour Open Bar - \$68.00++ Per Person; 4.5 Hour Open Bar - \$72.25++ Per Person  
\$8.50++ Per Person for each additional hour

***Butler passed wine upon guest arrival for the cocktail hour***

**Liquors** – Grey Goose Vodka, Casamigos Tequila, Hendricks Gin, Flor de Cana 12 year Rum, Johnny Walker Black, Basil Hayden Bourbon

**Beers** –Stella Artois, Sweetwater 420, High Noon Hard Seltzer and 2 Craft Beer Options

**Ultra-Premium Wines** – Langlois-Chateau Sancerre, Miraval Rose, WillaKenzie Yamhill Carlton Pinot Noir, Stags Leap Artemis Cabernet, Post & Beam Chardonnay, Veuve Clicquot Champagne

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

### Consumption Bar Pricing:

Call Brand Liquor Drinks:	\$10.00++ Per Drink
Premium Brand Liquor Drinks:	\$12.50++ Per Drink
Ultra-Premium Liquor Drinks:	\$18.00++ Per Drink
Call Brand Wine:	\$9.00++ Per Glass
Premium Wine:	\$11.00++ Per Glass
Ultra-Premium Wine:	\$15.00++ Per Glass
Beer:	\$7.00++ Per Bottle
Non-alcoholic Beverages:	\$4.00++ Per Drink

## THE FOUNDRY AT PURITAN MILL

### Additions / Upgrades to Per Person Bar Packages

#### Tablesides Wine Service and Toasts added to a Per Person Bar Package

Passed Toast with Freixenet Sparkling Wine	\$4.50++ Per Person
Passed Toast with Grandial Brut	\$5.50++ Per Person
Passed Toast with Veuve Clicquot Champagne	\$15.00++ Per Person
Tablesides House Wine Service during Dinner	\$5.50++ Per Person
Tablesides Premium Wine Service during Dinner	\$7.00++ Per Person
Tablesides Ultra-Premium Wine Service during Dinner	\$19.00++ Per Person

#### Liquor add-ons/ Upgrades to Call Brand and Premium Brand Per Person Bars:

Tito's Vodka	\$3.50++ Per Person
Jameson Irish Whiskey	\$4.50++ Per Person
El Jimador	\$4.50++ Per Person
Hennessy VS	\$8.00++ Per Person
Woodford Reserve	\$7.00++ Per Person
Cordials: Baileys Irish Cream, Kahlua, Amaretto Disaronno and Frangelico	\$7.00++ Per Person

#### Ultra-Premium Upgrades (for Premium Brand Per Person Bars Only):

Casamigos Tequila	\$15.00++ Per Person
Grey Goose Vodka	\$12.00++ Per Person
Veuve Clicquot Champagne	\$18.00++ Per Person
Ultra-Premium Wines (Choose 4) - Langlois-Chateau Sancerre, Miraval Rose, WillaKenzie Yamhill Carlton Pinot Noir, Stags Leap Artemis Cabernet, Post & Beam Chardonnay, Veuve Clicquot Champagne	\$21.00++ Per Person

*\*For additional upgrade options to the premium bar, please contact your account executive\**

#### Craft Beers and Local Spirits added to a Per Person Bar Package

Winterville Gin	\$3.50++ Per Person
Substitute any 2 Standard Beers with two of the Beers below	\$3.50++ Per Person
Change all 3 of the Standard Beers	\$5.50++ Per Person

*New Realm Brewing Euphonia Pilsner; Creature Comforts Tropicalia IPA;  
Wild Heaven Emergency Drinking; White Claw Variety Pack*

### Additional Information:

#### Staff Charges:

A fee of \$225 per Bartender, \$225 per Barback, and \$225 per Beverage Server is applicable for all bar service options. One bartender is required for every 50-75 guests, and one barback plus one beverage server 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 \$225 per Wine Server.

++ 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.

**Please note that Novare Events venues do not serve shots of liquor.**

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

## THE FOUNDRY AT PURITAN MILL

### **Approved Caterers**

#### **Affairs to Remember**

Saffold Barksdale  
[saffold@affairs.com](mailto:saffold@affairs.com)  
[www.affairs.com](http://www.affairs.com)

#### **\*Bold Catering**

Michelle Harrison  
[mharrison@bold-events.com](mailto:mharrison@bold-events.com)  
[www.bold-events.com](http://www.bold-events.com)

#### **Dennis Dean, A Catering Company**

Adam Shoemakers & Lisa Ellisor  
[info@dennisdeancatering.com](mailto:info@dennisdeancatering.com)  
[www.dennisdeancatering.com](http://www.dennisdeancatering.com)

#### **Endive**

Stephanie Mule  
[stephanie@endiveatlanta.com](mailto:stephanie@endiveatlanta.com)  
[www.endiveatlanta.com](http://www.endiveatlanta.com)

#### **Fox Brothers BBQ**

Katherine McIntosh  
[katherine@foxbrosbbq.com](mailto:katherine@foxbrosbbq.com)  
[www.foxbrosbbq.com](http://www.foxbrosbbq.com)

#### **LowCountry Catering**

Jessica Brown  
[jessica@lowcountrycatering.net](mailto:jessica@lowcountrycatering.net)  
[www.lowcountrycatering.net](http://www.lowcountrycatering.net)

#### **Talk of the Town**

Hope Nudelman  
[hope@tottatl.com](mailto:hope@tottatl.com)  
[www.talkofthetownatlanta.com](http://www.talkofthetownatlanta.com)

#### **Proof of the Pudding**

Janice Wilmer  
[jwilmer@proofpudding.com](mailto:jwilmer@proofpudding.com)  
[www.proofpudding.com](http://www.proofpudding.com)

#### **District Events and Catering**

Bria Welch  
[bria@districtcm.com](mailto:bria@districtcm.com)  
[www.districtcm.com](http://www.districtcm.com)

#### **Three Sisters Catering**

Molly Holway  
[molly@caterwiththreesisters.com](mailto:molly@caterwiththreesisters.com)  
[www.caterwiththreesisters.com](http://www.caterwiththreesisters.com)

#### **Phenomenal Food by Chef Holly**

Crystal Hutchinson  
[crystal@phenomenalfoodbychefholly.com](mailto:crystal@phenomenalfoodbychefholly.com)  
[www.phenomenalfoodbychefholly.com](http://www.phenomenalfoodbychefholly.com)

#### **Zest Atlanta Catering**

Dana Harris  
[dana@zestatlanta.com](mailto:dana@zestatlanta.com)  
[www.zestatlanta.com](http://www.zestatlanta.com)

*If you would like to use a caterer that is not on our approved list, we require 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.***

#### **\*Preferred Rental Company**

#### **Atlanta Party Rentals & Plush Event Furnishings**

Debbie Stawski  
[Debbie@AtlantaPartyRentals.com](mailto:Debbie@AtlantaPartyRentals.com)  
[www.atlantapartyrentals.com](http://www.atlantapartyrentals.com)