





## ABOUT US

433 Bishop offers a sleek, modern space in the heart of West Midtown, ideal for a wide range of events. With its clean lines, polished concrete floors, and an open layout, 433 Bishop is perfect for clients looking to customize the design and feel of their event.

This venue features plenty of natural light and flexible indoor/outdoor options, making it great for both daytime and evening occasions. Whether you're planning a corporate meeting, private celebration, or wedding, 433 Bishop combines contemporary style with a central location.

## THE VENUE

The main event space is 4,000 square feet, in addition, we have a furnished lounge area and a larger indoor/outdoor courtyard that is ideal for cocktail hours, seated dinners and outdoor activities.

### *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 4,000 square foot event space can comfortably accommodate the following number of guests:

<i>Reception</i>	<i>Seated Dinner</i>	<i>Wedding Ceremony &amp; Reception</i>
225	175	175





# EVENT PRICING

## *Venue Rental*

Your rental includes private access to both the 4,000 sq/ft indoor event space and courtyard space for the duration of your rental.

*Additionally included:*

*200 White Acrylic Chairs*

*4 Hours of Event Time*

*3 Hours of Vendor Set Up*

*1 Hour Break Down*

*55 Parking Spots*

*1 Night-Of Event Manager*

*2 Back of House Personnel*

*1 Security Personnel*

*Built in AV Capabilities*

### *Tables*

• *(6) 60" Round Tables*

• *(5) 48" Round Tables*

• *(8) High boy tables*

• *(3) Farm Tables*

• *(5) 36" Round tables*

## *Price Breakdown*

	<i>Rental</i>	<i>Beverage Min.</i>	<i>Ceremony Fee</i>
<i>Sunday-Friday</i>	<i>\$3,000</i>	<i>\$1,000</i>	<i>\$2,000</i>
<i>Saturdays &amp; Holidays</i>	<i>\$4,000</i>	<i>\$3,000</i>	<i>\$2,000</i>

\*The Ceremony Fee applies to weddings that choose to have both their ceremony and reception with us. It includes an extra 1-hour of event time and an 1-hour rehearsal

## *Additional Fees*

- Final bar pricing, bar staffing, taxes (liquor and sales) & service fees (22%), additional event or load-in time and parking attendants or parking spaces

*\*Please inquire for holiday, prom, city-wide event, and December rates\**



## APPROVED CATERERS

### Affairs to Remember

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

### Added Touch

Erin Lis  
erin@addedtouchcatering.com  
www.addedtouchcatering.com

### Dennis Dean, A Catering Company

Adam Shoemakers  
adam@dennisdeancatering.com  
www.dennisdeancaterinng.com

### District Events & Catering

Autumn Washington  
autumn@districtecm.com  
www.districtecm.com

### Endive – A Fine Catering Company

Stephanie Mule  
stephanie@endiveatlanta.com  
www.endiveatlanta.com

### Fox Brothers BBQ

Katherine McIntosh  
katherine@foxbrosbbq.com  
www.foxbrosbbq.com

### LowCountry Catering

Jessica Brown  
jessica@lowcountrycatering.net  
www.lowcountrycatering.net

### Bold Catering and Events

Megan Robertson  
mrobertson@bold-events.com  
www.bold-events.com

### Proof of the Pudding

Janice Wilmer  
jwilmer@proofpudding.com  
www.proofpudding.com

### Phenomenal Food by Chef Holly

Crystal Hutchinson  
crystal@phenomenalfoodbychefholly.com  
www.phenomenalfoodbychefholly.com

### Talk of the Town

Hope Nudelman  
hope@tottatl.com  
www.talkofthetownatlanta.com

### Three Sisters Catering

Molly Holway  
molly@caterwiththreesisters.com  
www.caterwiththreesisters.com

### Zest Atlanta Catering

Dana Harris  
dana@zestatlanta.com  
www.zestatlanta.com

## THE DRINKS

Here at 433 Bishop, we take care of all your beverage needs by exclusively providing all bar services for your event.

We have several bar packages to choose from that can be edited based on your preferences, [please see the following pages for more detailed information](#)

Ultra-Premium Brands

Premium Brands

Call Brands

Beer and Wine

Non-Alcoholic Beverages

### *Notes on Catering:*

If you would like to use a caterer that is not on our approved list, then we will need a copy of their catering business license and Certificate of Liability Insurance.

[There is also a \\$2,000.00 kitchen use/outside catering fee and we require the use of a certified and licensed event planner.](#)

Please be sure that your caterer can comply with our house rules and documentation requirements (see your Novare Account Executive for details) before you sign a contract with a caterer not on this 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.](#)

# NOVARE EVENTS

## BAR

## PACKAGES

Bar package pricing is based on a 4-hour serve time with the option to extend

All per person bar packages include butler passed wine upon guest arrival for cocktail hour

All packages include: Coke, Sprite, Diet Coke, Ginger Ale, Tonic Water, Soda Water, Orange Juice, Cranberry Juice, Grapefruit Juice, Pineapple Juice, Lime Juice, Ginger Beer, Bitters, Simple Syrup, Grenadine Syrup, Sour Mix

# Ultra Premium

Starting at \$70++ per guest

## Liquor Selections



Hendricks  
Gin



Casamigos Blanco  
Tequila



Grey Goose  
Vodka



Flor de Cana  
Rum



Johnny Walker  
Black



Basil Hayden  
Bourbon

## Wine Selections



Langlois-Chateau  
Sancerre



Miraval Rose



WillaKenzie Yamhill  
Carlton Pinot Noir



Stags Leap  
Cabernet



Post & Beam  
Chardonnay



Veuve Clicquot  
Champagne

## Beer Selections

Stella Artois, Sweetwater 420, High Noon Hard Seltzer  
and 2 Craft Beer Selections



# Premium

Starting at \$43.50++ per guest

## Liquor Selections



Bombay  
Sapphire Gin



El Jimador  
Tequila



Tito's Vodka



Bustletown  
Vodka



Bacardi Light  
Rum



Glenlivet  
12 Year Scotch



Bulleit  
Bourbon



Crown Royal  
Blend

## Wine Selections

*\*Option to Upgrade to Ultra Premium Wines\**



Joel Gott  
Chardonnay



Bieler Rose



Oyster Bay  
Sauvignon Blanc



Hangtime  
Pinot Noir



Spellbound  
Cabernet Sauvignon



Grandial  
Sparkling Brut

## Beer Selections

Stella Artois, Sweetwater 420, Miller Lite

# Call

Starting at \$37.50++ per guest

## Liquor Selections



Bombay  
Gin



Smirnoff  
Vodka



Ron Carlos  
Rum



Speyburn Braden  
Orach Scotch



Seagram's 7  
Blended Whiskey



Old Forester  
Bourbon

## Wine Selections

*\*Option to Upgrade to Premium Wines\**



Sycamore Lane  
Chardonnay



Ca'Donini  
Pinot Grigio



Sycamore Lane  
Cabernet



Freixenet Blanc de  
Blanc Sparkling Wine

## Beer Selections

Stella Artois, Sweetwater 420, Miller Lite

# Beer and Wine

Starting at \$32.00++ per guest

## Beer Selections



Stella Artois



Sweetwater  
420



Miller Lite

## Wine Selections



Sycamore Lane  
Chardonnay



Ca'Donini  
Pinot Grigio



Sycamore Lane  
Cabernet



Freixenet Blanc de  
Blanc Sparkling Wine

## Upgrades

*\*\* Option to upgrade to Premium Brand wines, see Premium Package for selection\*\**

# Other Packages

## *Non-Alcoholic Bar*

Starting at \$13.50++ per guest



Coke



Sprite



Diet Coke



Ginger Ale



Club Soda



Tonic Water

Also included are 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

# Bar Additions + Upgrades

*Consumption and cash bars are not eligible for add-ons or upgrades*

## **Passed Toasts**

Freixenet Sparkling Wine .....	\$4.50++ Per Person
Grandial Brut .....	\$5.50++ Per Person
Veuve Clicquot Champagne .....	\$15.00++ Per Person

## **Tableside Wine Service during Dinner**

House Wines .....	\$5.50++ Per Person
Premium Wines .....	\$7.00++ Per Person
Ultra-Premium Wines .....	\$19.00++ Per Person

## **Liquor Add-Ons/ Upgrades for Premium and Call Brand 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

# Bar Additions + Upgrades

*Consumption and cash bars are not eligible for add-ons or upgrades*

## **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) .....	\$21.00++ Per Person
Langlois-Chateau Sancerre, Miraval Rose, WillaKenzie Yamhill Carlton Pinot Noir, Stags Leap Artemis Cabernet, Post & Beam Chardonnay, Veuve Clicquot Champagne	

\*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 seasonally available craft beers .....	\$3.50++ Per Person
Substitute all 3 of the Standard Beers .....	\$5.50++ Per Person

\* Please contact your sales representative for a current list of available craft beer selections\*

### Additional Bar Information

#### Staff Charges:

A fee of \$250 per Bartender, \$250 per Barback, and \$250 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 \$250 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.**

## Recommended Hotels

### Marriott Courtyard Midtown

640-1 Peachtree St NE  
www.atlantacyevents.com

### Glenn Hotel

110 Marietta Street NW  
www.glennhotel.com  
Maud Eeuwen  
Maud.eeuwen@glennhotel.com

### Bellyard at The Interlock

1 Interlock Avenue NW  
www.bellyardhotel.com  
Morgan Wolkin  
mwolkin@bellyardhotel.com

### Epicurean Atlanta

1117 West Peachtree Street  
www.epicureanhotelatlanta.com  
Sara Deberry  
sdeberry@mainsailhotels.com

### Kimpton Shane Hotel

1340 W Peachtree St NW  
www.ihg.com/kimptonhotels  
Jordan Baronfeld  
Jordan.Baronfeld@kimptonhotels.com

### Marriott Suites Midtown

35 14th Street  
www.marriott.com

### The Ritz Carlton

181 Peachtree Street NE  
www.ritzcarlton.com  
Cari Compton  
cari.compton@ritzcarlton.com

### Four Seasons

75 14th Street NE  
www.fourseasons.com  
Chelsea Pruitt  
chelsea.pruitt@fourseasons.com

### Renaissance Atlanta Midtown

866 West Peachtree Street NW  
www.renaissancehotels.com  
Heidi Hill  
Heidi.hill@marriott.com



# Recommended Vendors

## Photography

Ben Vigil Photography  
benvigil.com

Anna and Spencer Photography  
annaandspencer.com

The Willetts, Caroline and Gregg  
willettphoto.com

6 of Four Photography  
6offour.com

## Florists & Décor Companies

Alchemy Event Studio  
alchemyeventstudio.com

Blosm Floral and Event Design  
blosmdesign.com

JLD Designs  
jlldesignllc.com

Topher Mack with Barbara Roos  
tophermackatl.com

Tulip Blooming Creations  
bytulip.com

## Bakeries

Classic Cheesecakes  
classiccandc.com

Highland Bakery  
highlandbakery.com

The Frosted Pumpkin  
frostedpumpkin.com

## Rentals

Atlanta Party Rentals  
atlantapartyrentals.com

Plush Event Furnishings  
404.425.9966

## Audio Visual

Jaros Production  
jarosproduction.com

KP Productions  
kpsshows.com

Active Production and Design  
activeproductionanddesign.com

## Officiants

Rabbi Winokur  
770.641.8630

Kris McDaniel  
mcdaniel.kris@gmail.com  
404.365.6700

Judge Hugh Robinson  
770.528.2466

Rev. Msgr. Henry C. Gracz  
404.521.1866

Chaplain Jeremiah O'Keefe-West  
404.261.5059

# Recommended Vendors

## Bands

East Coast Entertainment  
bookece.com

Sam Hill Entertainment  
samhillbands.com

## String Quartet

The Renaissance String Quartet  
404.636.0020

## Harpist

Catherine Rogers  
404.321.6802

Sandra Harris  
770.552.7428

## Event Insurance

Markel  
markelinsurance.com/event

WedSafe  
wedsafe.com

EventSured  
eventsured.com

## DJ's

Absolute Entertainment  
absolute-ent.com

Spectrum Entertainment  
spectrum-ent.com

Atlanta Bands and DJ's (Ted Crowder)  
atlantadj.com

Mix Pro DJ  
mixproatl.com

AMP'D Entertainment  
ampdentertainment.net

## Draping

Quest Events  
404.355.7311

## Transportation

Atlantic Limousine and Transportation  
atlanticlimo-ga.com

Lovely View of Heaven (antique cars)  
770.476.4155

Classy Car Limo (antique cars)  
classycarlimo.com

Nottingham Shire & Carriage  
carriageforhire.com

Trolley- Glenn Phillips  
770.977.0810

The Georgia Tech Ramblin' Wreck  
404.894.9643



# Booking Information

## Touring

- We are able to schedule guided tours Monday-Fridays between 9:30am and 4:00pm. Inquire to schedule.

## Holding Dates and Payment Schedules

- The full facility rental is due with the return of the signed contract within 7 days of receipt. The date of your event is not reserved until this payment and the signed rental agreement are received.
  - This rental payment and all other deposits and payments are non-refundable and non-transferable.
- 6 months prior to the event, the beverage minimum is due.
- The final balance and a separate \$1,500.00 refundable damage deposit are due ten (10) days prior to your event.
- Novare Events accepts payments in the form of cash, check, credit card, or direct deposit.
  - Checks may be made payable to “Novare Events, LLC.”
  - A 3 or 4% administration fee applies to all credit card transactions.
  - **We recommend paying by ACH direct deposit** as it is the easiest way to ensure we receive your payment and to avoid additional fees.

# Things to Keep in Mind

## Policies and Event Staffing Charges

- The rental fee includes access to the outdoor garden and courtyard with café lights.
- The rental fee includes an indoor courtyard with lounge grouping and built in bar.
- The rental fee includes an in-house sound system, up-lights, and flat screen.
- 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 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 each. For every 300 guests thereafter, an additional Event Manager will be required at a rate of \$250 each.

## Event Parking Information

- Access to 55-parking spaces.
- Valet services can be quoted for a maximum of 70 vehicles.
- Limited daytime parking options Monday-Friday

TALK TO US TODAY

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404-549-3495  
[kzimmer@novareevents.com](mailto:kzimmer@novareevents.com)

404.962.8700  
novareevents.com

433 Bishop Street NW Suite B2  
Atlanta, GA 30318

