



GUARDIAN WORKS
AT ECHO STREET WEST



NOVARE EVENTS
ATLANTA

NOVARE EVENTS

ABOUT US

Located within the vibrant 19-acre development of Echo Street West, Guardian Works is a standout venue in Atlanta's emerging Westside Beltline district.

From historic remnants of its past life as a chemical company, such as original vats and oversized scales, to the chic industrial design of metal doors and red brick walls, Guardian Works is a space brimming with character. Whether you're planning an intimate wedding or a large corporate event, Guardian Works offers the perfect blend of indoor and outdoor settings.





THE VENUE

Housed in a meticulously restored 1908 industrial building and former perfumery, this venue features 6,000 square feet of interior space with towering 24-foot ceilings, bathed in natural light from oversized windows.

A 4,000 square-foot covered patio opens onto a sprawling 10,000 square-foot courtyard, ideal for outdoor celebrations under the stars.

<i>Capacity</i>	<i>Sq/Ft</i>	<i>Standing/ Cocktail</i>	<i>Seated</i>	<i>Theater</i>
<i>Pre-Function</i>	2,200	375	N/A	N/A
<i>Main Interior</i>	6,000	700	250	350
<i>Patio</i>	4,400	500	350	480
<i>Indoor Ceremony</i>	1,850	275	175	175
<i>The Marquee</i>	1,600	260	120	200
<i>Total Venue</i>	13,000	1,300	N/A	N/A
<i>Front Lawn</i>	10,000	<i>Weather Dependent</i>	N/A	N/A



EVENT PRICING

Venue Rental

Your rental includes private access to all interior spaces, the patio, marquee and front lawn for the duration of your rental.

Additionally included:

250 Gold Chivari Chairs

4 Hours of Event Time

3 Hours of Vendor Set Up

1 Hour Break Down

Access to Parking Deck and
Ample Street Parking

1 Night-Of Event Manager

2 Back of House Personnel

1 Security Personnel

Tables

- 25- 72” Round Tables

- 4-4’x8’ Estate tables

- 10 – 36” round tables (can be
cocktail or high-top height)

- 7- gold stand highboy tables (no
linens necessary)

- 6-48” round tables

Price Breakdown

	Rental	Beverage Min.	Ceremony Fee
Monday-Thursday	\$4,000	N/A	N/A
Friday	\$5,000	\$2,500	\$2,000
Saturdays & Holidays	\$5,500	\$4,500	\$2,000
Sunday	\$4,000	N/A	\$2,000

**If you are looking to host a festival with donated product, inquire about festival rates.*

Additional Fees

- Final bar pricing, bar staffing, taxes (liquor and sales) & service fees (22%), additional event or load-in time and potential parking or valet attendants
- If you would like to have your wedding ceremony on our lawn, there is an additional \$750 fee, which includes the use of 200 white folding chairs

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 Guardian Works, 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

Bellyard at The Interlock

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

Embassy Suites by Hilton

290 17th Street NW
<https://www.hilton.com/en/hotels/atllde-s-embassy-suites-atlanta-midtown>
Marie Sellers
MaSellers@heihotels.com

Kimpton Shane Hotel

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

The Ritz Carlton

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

AC Hotel Marriott Midtown

53 14th Street NE
www.marriott.com/atlcn/
Katie Burch
Katie.burch@moxyhotels.com

Canopy Atlanta Midtown

1414 West Peachtree Street NW
www.atlantamidtown.canopybyhilton.com

Moxy Hotel Midtown

48 13th Street NE
www.marriot.com/atlox/
Katie Burch
Katie.burch@moxyhotels.com



Recommended Vendors

Photography

Decisive Moments
thedecisivemoment.com

The Willetts, Caroline and Gregg
willettphoto.com

Vue Photography
vuephotographyonline.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
plushereventfurnishings.com

Audio Visual

Jaros Production
jarosproduction.com

KP Productions
kpshows.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

Atlanta Bands and DJ's
atlantadj.com

East Coast Entertainment
bookece.com

Event Performance
eventperformance.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

- 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.
- Please inquire about available tenting, restroom attendants and coat check services
- Rates are subject to change without notice.

Event Parking Information

- Access to gravel parking lot and ample street parking.
- Valet services can be quoted for additional parking needs.
- Guest parking in the adjacent parking deck is \$10.00 per car

TALK TO US TODAY

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Atlanta, GA 30318

