NOVARE EVENTS

ATLANTA

THE BILTMORE

NOVARE EVENTS

ABOUT US

The Biltmore is a breathtaking blend of European elegance and Southern charm. Built in 1924, the Biltmore is listed on the National Register of Historic Places, and its Georgian Ballroom has been lovingly restored to its original grandeur.

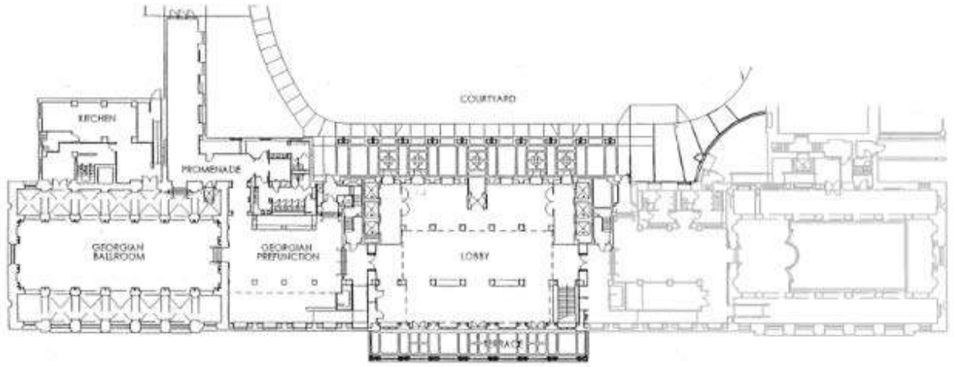
With crystal chandeliers, handcrafted plaster ceilings, and stately columns, the Georgian Ballroom at the Biltmore creates a perfect backdrop for weddings and grand celebrations. Steeped in history and glamour, the Biltmore continues to be a beloved venue for unforgettable events in the heart of Midtown Atlanta.

GPS Address: 30 5th St. NE, Atlanta, GA, 30308
Mailing Address: 433 Bishop Street NW Suite B2, Atlanta, GA 30318

THE VENUE

The Georgia Ballroom, which is located on the north end of the building, served as the main entertainment space for guests in its previous life as the historic Biltmore Hotel. The Georgian Ballroom has its own designated pre-function space, catering kitchen and restrooms. The main space is 4,500 square feet with an additional 3,000 square foot pre-function space.

Please see below for further details, including a floor plan and event capacity information:



Capacity

Seated (no dance floor)	*Seated (w/ dance floor)*	*Cocktail Style (limited seating)*	*Theater Style*
400	*270-300*	*500*	*250-300*

YOUR EXPERIENCE

Your rental includes access to the Georgian Ballroom
and pre-function space for the duration of your rental.
At no additional cost, we provide the following:

4 Hours of Event Time
3 Hours of Vendor Set Up
1 Hour Break Down
1 Night-Of Event Manager
2 Back of House Personnel
1 Security Personnel
(1) 48" Round Table
(30) 60”-round Tables
(10) 36”-round low tables
(10) 6’-rectangular tables
300 Antique Gold Chiavari chairs
Modular Stage that can be up to
12’ x 24’ (16” high) with black skirting (on three sides) and 1 set of steps
Bar Glassware (all purpose, stemless wine, champagne, rocks)
Sheer ivory entryway drape in pre-function space

EVENT PRICING

	Standard	*December*
Sunday-Thursday		
Rental Fee	*$6,000*	*$7,000*
Beverage Minimum	*$2,000*	*$4,000*
Friday		
Rental Fee	*$7,000*	*$8,000*
Beverage Minimum	*$3,000*	*$8,000*
Saturdays		
Rental Fee	*$8,000*	*$9,000*
Beverage Minimum	*$7,000*	*$9,000*
New Years Eve		
Rental Fee	*N/A*	*$10,000*
Beverage Minimum	*N/A*	*$10,000*

A **Ceremony Fee of $2,000 applies to weddings that choose to host both their ceremony and reception in the same ballroom. This includes an additional hour of event time and an 1-hour rehearsal*

Additional Fees

- Final bar pricing, bar staffing, taxes (liquor and sales) & production fee (24%), additional event or load-in time, valet and/or parking attendants
- Evening or Weekend Self-Parking is available in The Biltmore Garage for $15.00 per car/space–host or guest paid parking. One (1) Parking attendant @ $250.00 is required for each event.
- The Main Lobby Rental is $2,000.00, and depending on availability, day-of-week- and event time, can be added to the rental of the Georgian Ballroom.

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

Georgian Ballroom

DRINKS

All Novare Events venues offer in-house bar packages, which are required for events unless otherwise noted. We provide a collection of curated bar packages, each of which can be customized to complement your event needs and preferences. Beverage minimums apply and vary by venue and event date. To learn more about our in-house beverage service, visit https://novareevents.com/bar-packages/

VIEW BAR PACKAGES

CATERING

Novare Events works with a curated list of preferred caterers who are familiar with our venues, house policies, and service standards. Learn more about our preferred caterers by visiting our website at https://novareevents.com/catering/

EXPLORE CATERING OPTIONS

Notes on Catering:

If you would like to use a caterer that is not on our approved list there is a **$2,000.00 kitchen use/outside catering fee** and vendors must provide a copy of their business license, and Certificate of Liability Insurance 1 month prior to your event. Prior to signing a contract with a caterer not on our approved list, we strongly recommend confirming that they are able to comply with all Novare house rules and documentation requirements

Recommended Vendors

Preferred Vendors

Preferred Caterer

Bold Catering*
404.815.1178
www.bold-events.com
info@bold-events.com

****$1,000.00 room rental discount** will be offered if our preferred caterer, Bold Catering, is used and if Bold's catering minimum is met or exceeded.*

Preferred Floral and Décor Designer

Bold Design*
404.696.4737
www.bold-events.com
info@bold-events.com

Preferred Rental Company

Atlanta Party Rentals and Plush Event Furnishings
Debbie Stawski
404.425.9966
debbie@atlantapartyrentals.com

Photography
Laura Stone Photo
laurastonephoto.com

Milanes Photography
milanesweddings.com

Kiyah C Photography
kiyahc.com

Rebecca Cerasani
rebeccacerasani.com

Rêver Weddings
hello@reverweddings.com
reverweddings.com

Lizzie Baker Photography
lizzie@lizziebakerphoto.com
https://lizziebakerphoto.com/

Planning
Drake Social
marielle@drakesocial.com
www.drakesocial.com

Event Insurance
WedSafe
wedsafe.com

Videography
Four Seasons Wedding Films
fourseasonswedding.com

Florists & Décor Companies
Sejour Events
sejourevents.com

Moss & Clay
nancy@mossandclay.com

On Occasions of Atlanta
onoccasionsofatlanta.com

Blosm Floral and Event Design
blosmdesign.com

JLD Designs
jlddesignllc.com

Topher Mack Floral & Events
tophermackatl.com

Tulip Blooming Creations
bytulip.com

Unique Floral Expressions
uniquefloralexpressions.com

Audio Visual
Jaros Production
jarosproduction.com

KP Productions
kp.productions

SiFi Entertainment
sifient.com

Entertainment & Bands
Absolute Entertainment
absolute-ent.com

Axtell Productions
axtellproductions.com

East Coast Entertainment
Lisanne McDearman
bookece.com

Sam Hill Entertainment
samhillbands.com

Amadeus String Ensemble (Quartet) amadeusstrings.com

Dania M. Lane, harpist
404.272.4954

Harp Notes, Lisa Handman
harpnotes.com

Transportation
Atlantic Limousines & Transportation
atlanticlimo-ga.com

Classy Car Limo (Antique cars)
classycarlimo.com

Nottingham Shire & Carriage
carriageforhire.com

The Georgia Tech Ramblin' Wreck
770.403.0456

DJs
Absolute Entertainment
absolute-ent.com

Amp'd Entertainment
ampdentertainment.net

DJ 6 Five
dj6five.com

One Sound Entertainment
onesoundandent.com

Radial Entertainment
Topher Taylor
radial-entertainment.com

Nice Guys Entertainment
niceguysent.com

SIFI Entertainment
sifient.com

Draping
Quest Events
questevents.com

Unique Event Elements
roy@uniqueeventelements.com
uniqueeventelements.com

Hair & Make Up
BrushWorx
brushworx.net

Recommended Hotels

Epicurean Atlanta
1117 West Peachtree Street
Sara Deberry
sdeberry@mainsailhotels.com
404.228.2421
epicureanhotelatlanta.com

Four Seasons Atlanta
75 14th Street NE
Brielle Smith
Brielle.smith@fourseasons.com
404.253.3813
fourseasons.com/atlanta/

Kimpton Shane Hotel
1340 W Peachtree St NW
Jordan Baronfeld
Jordan.Baronfeld@kimptonhotels.com
shanehotelatlanta.com

The Loews Hotel
1065 Peachtree Street, NE
Manthan Ajmera
Manthan.Ajmera@loewshotels.com
loewshotel.com

Georgia Tech Hotel and Conference Center
800 Spring Street, NW
gatechhotel.com

Renaissance Atlanta Midtown Hotel
866 West Peachtree Street, NW
Jarita Davis, Group Sales Manager
Jarita.Davis@renhotels.com
678-412-2346
marriot.com

AC by Marriot and Moxy Hotel
53 14th Street N.E.
404.249.9445
marriot.com

Residence Inn Atlanta Midtown/Peachtree at 17th
1365 Peachtree Street
404.745.1005
marriot.com

Booking Information

Touring

- We are able to schedule guided tours Mondays-Fridays between 9:30am and 4pm.
- If you would rather to stop by to take a look at the ballrooms on your own on the weekends or after business hours, please contact a sales representative and they can coordinate with security and send you instructions on how to enter the ballroom.

Payment Schedules

- The full ballroom 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 Overtime Charges
A Late Night Fee of $500 per hour applies for events ending after 12am.

Any lighting that is used in the ballrooms must be wireless. Nothing can be taped or adhered to the floors or other surfaces.

The Biltmore does not provide any table linens, napkins, food catering items, décor, A/V, uplighting, or trash services.

The Main Lobby is NOT available as a standalone rental.
Existing furniture/items/decor in the Main Lobby cannot be moved.

Event Parking Information
Evening or Weekend Self-Parking is available in The Biltmore Garage for $15.00 per car/space–host or guest paid parking. One (1) Parking attendant @ $250.00 is required for each event. Valet attendants can be added for an additional fee. Parking space fees will apply. Please ask your Account Executive for pricing.

Biltmore House Condominium Usage for Photography
Photography in front of the Biltmore House Condominiums is prohibited unless a $250.00 donation is made to the Biltmore House HOA for every 30 minutes of time. Time must be confirmed and purchased prior to the wedding day at the Biltmore

Permitted Items for Send Offs:
Bubbles, white or pastel petals, dried lavender, ribbon wands, glow sticks/ wands.

Prohibited Items:
Cold fusion sparkler machines, traditional sparklers, smoke machines (oil based & water based, such as dancing on a cloud), vinyl wraps on the floors (vinyl wraps can be set up on a rented dance floor), birdseed, confetti, drones, fireworks, glitter, helium balloons, or open flames are not permitted anywhere in the Biltmore building, or on the Biltmore premises. All flames/candles must be enclosed in an approved container, hurricane, or votive. NO OPEN FLAMES. Candles cannot be placed on the floors, carpets, or in any area that would be a trip or fire hazard. Nothing can be tacked, nailed, adhered, or taped to, or hung/suspended from any floors, walls, surfaces, or elements.

TALK TO US TODAY

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gwoodbery@novareevents.com

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