

# AVENUE

A VERY ELEGANT WOW

Table 301  
CATERING

[avenuegreenville.com](http://avenuegreenville.com) • 864.271.0718

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Avenue is like no other event space in Greenville. And we want your experience to be like no other you've ever encountered. So, we are here for you in every way possible to help make your event all that you want it to be. Avenue strives to provide each event with a most unique, memorable and gratifying experience.

We've teamed up with award-winning restaurant group, Table 301, to create menus that will thrill the most sophisticated palates and quench your thirst for something extraordinary and memorable.

Welcome to Avenue, and welcome to a whole new level of service, detail, and most of all, exquisiteness.

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## AVENUE PRICING

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### EVENING RENTALS

#### MONDAY - WEDNESDAY

\$2500

#### THURSDAY, FRIDAY & SUNDAY

\$4000

#### SATURDAY

\$5500

Daytime pricing available for breakfast, lunch, brief meetings, showers, birthdays and more.

Non-profit pricing available upon request.

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### INCLUDED IN THE RENTAL

- Indoor event space with outdoor rooftop terrace
- 20- 60" round tables, 8 indoor cocktail tables, 4 outdoor cocktail tables and 200 specialty chairs
- 3 custom wood, rolling bars
- Existing furniture, providing lounge seating for 40+ guests
- State-of-the-art audio/visual equipment

### OTHER

- The spacious on-site suite with private bathroom is available for wedding parties. Pricing based on day of the week is available upon request.
- A Security Guard Fee of \$750 is required for all evening and weekend events (depending on guest count, a requirement of two guards may apply). A second guard is required for all events over 150 guests at additional fee of \$750 (\$1500 total). A Security Guard Fee of \$250 is required for all daytime, weekday events.

tours available by appointment



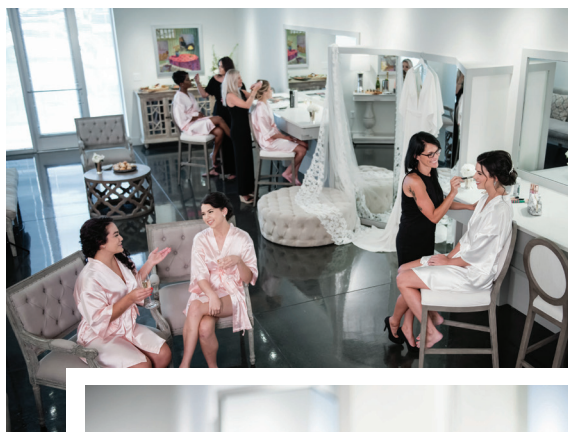
# the event hall

4,500 SQUARE FEET



# the suite

846 SQUARE FEET



# the gallery

1,607 SQUARE FEET



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# THE DETAILS

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## ABOUT

Avenue was created to offer our growing city an event space with the sensibilities of a major metropolitan area, but with the attentiveness and graciousness that truly reflects the spirit of Greenville.

Designed by renowned architect Keith Summerour, Avenue offers a level of elegance and extravagance throughout the indoor-outdoor rooftop venue. Boasting panoramic views across the downtown cityscape,

Avenue celebrates its cosmopolitan context with a smart, fresh and relevant aesthetic of warm wood tones, textures and cool steel accents. The free-flowing outdoor terrace embraces guests in a green oasis amidst the backdrop of downtown's brick, concrete and glass skyline.

Avenue opened its doors in 2017 and is located on the sixth floor of 110 East Court Street and is one block from Main Street Greenville, SC. The space comfortably holds 200 people for seated events and 400 people for receptions.

## FOOD & BEVERAGE

All catering is provided by Table 301, offering a full-service and dedicated culinary, beverage and event management team on-site. Table 301 pricing and information is provided in this packet. Avenue has a full-service kitchen which allows the Table 301 Executive Chef to prepare all food on-site, fresh and hot. A separate contract will be created with Table 301 for food and beverage.

Included in Table 301 pricing are in-house china, flatware, glasses, and food/bar service tables (up to 200 guests). Table 301 will create a schematic floor plan based on food selections, décor, entertainment and guest preferences. Coat Check and Bathroom Attendant services are available for an additional charge through Table 301.

Pricing does not include applicable taxes, a 20% service charge or any other fees. Certain enhancements will require a Chef Attendant at a fee of \$150 per Chef. A menu tasting is offered for events greater than 75 people, four months to eight weeks prior to the event. Tastings are complimentary for 4 people and occur as planned by our Table 301 Catering Director. Additional guests may be included in your tasting for a fee of \$25 per person.

## RENTAL PERIODS

Evening rental periods are for 10 hours Monday - Thursday and 12 hours Friday - Sunday. Actual times should be confirmed 60 days prior. Other rental time periods and pricing are available. All setup and breakdown must take place within the licensed period.

For all rehearsal dinners and weddings, a verified planner is required. A list of confirmed planners will be provided. All other planners must be pre-approved by the Avenue team prior to moving forward with a contract. The Event Planner must be onsite during the entire rental period. The last hour of all space rentals are set aside for breakdown/ cleanup. Hours may be added on the front of the time block for an additional fee, pending availability. All events may not exceed a 11 PM function end time, 12 AM rental end time. At the end of the rental period, the Event Planner and vendors are responsible for clearing the space of everything that was brought in. This includes rental furniture, floral, decorations, gifts, lighting, take home boxes, favors/send-off items, trash, etc. Damage and additional clean up fees will be charged to the credit card on file or assessed to insurance, as necessary.

## TO RESERVE

To move forward with a reservation, Avenue will provide a contract. The contract must be completed, signed and returned with a 50% deposit and credit card for incidentals within two weeks of receipt of the contract. During that two-week time period, Avenue will hold the requested date. The final payment with Avenue is due 30 days prior to the event. A Table 301 contract will also be sent requiring a 20% deposit of the food and beverage minimum.

A Certificate of Insurance (COI) is required with the rental of Avenue.  
A sample policy with requirements is included in all contracts.

## GUEST SERVICES

Included in the Avenue rental are twenty 60" round tables, eight indoor cocktail tables, four outdoor cocktail tables and two hundred chairs. Also included are three custom wood, rolling bars and existing furniture providing lounge seating for 40+ guests. Table cloths and napkins are the responsibility of the host.

Avenue is an ADA compliant venue. Avenue is a smoke/vape free event space and adheres to city regulations, which prohibits smoking within 100 feet of any entrance or window of the building. Guests will be escorted from the building by an Avenue affiliate in they continue to break city ordinance after ample warning.

## PARKING

Valet parking is available to all guests for an additional fee through a contracted valet service. Avenue also offers self-parking through our surface lot for a fee of \$5 per spot for evening/ weekend events.

There are 160 spots. There is no minimum required for parking spot rental for the surface lot. For all spots not rented, the lot is turned into a text-to-pay lot, allowing guests to pay for their own parking. For rentals of 30 spots or more, an attendant will be located at the front of the lot to assist guests. There is also a public parking garage adjacent to the building.

## DÉCOR

All guests are encouraged to make each event unique and special to them. All décor brought into the space must be delivered and removed during the rental period. All décor must not damage any surface or block security cameras. Avenue does not permit anything to be attached by holes, stickies, ties, etc. to any surface of Avenue, including rolling bars. A limited number of candles are permitted in the space and must be encased in glass. No candles are permitted within 6 feet of the curtains or on any of the windowsills or outside ledges. Damage and additional clean up fees will be charged to the credit card on file or assessed to insurance, as necessary.



## AUDIO VISUAL

Avenue offers state-of-the-art full audio visual capabilities including:

- Two projectors with drop-down screens (137 inch) available for presentations, digital signage, cable tv, monograms, etc.
- Multiple input/output locations with HDMI and VGA connections, and multiple locations for microphone input and auxiliary output
- Four wireless, handheld and lapel microphones, and four wired microphones with stands
- WI-FI access, Bluetooth wireless audio link, Spotify
- Three TVs (two 85 inch, one 48 inch) with cable, slideshow, and single image capabilities
- A digital signage video wall comprised of three 55 inch monitors in the gallery
- Power/electrical throughout the space with all circuits supplying 20 amp/ 120 volts

If AV requirements exceed a still image or looping slide show, guests are required to hire an Avenue approved technology vendor to operate AV equipment.

## SAYING 'I DO'

For wedding couples who wish to have their ceremony on-site as well as their reception, a separate ceremony fee is not required. The Terrace is available for ceremonies each day of the week. In the event of inclement weather, weddings taking place Monday-Friday will be moved into the main reception area of Avenue. Ceremony chairs are the responsibility of the host. Table 301 will facilitate the transition from ceremony to reception. A nominal fee will be charged by Table 301. Weddings occurring on Saturday or Sunday will have the opportunity to relocate to The Gallery on the main floor at no additional charge. A rehearsal fee of \$200 is charged for all rehearsals held outside of the normal business hours of M-F, 8 AM- 5 PM . This fee covers the cost of the required security guard during those hours.

## PREFERRED VENDOR LIST

Avenue will offer recommendations for vendors, including rentals and decor, florists, entertainment, photography and videography upon commitment to a contract.

## SEND OFFS

Avenue permits wedding send offs that include light tunnels, bubbles, ribbon wands, pennant flags, glow sticks, and foam fingers. Light tunnels and bubbles are limited to the outside front area of Avenue only. Sparklers, paper lanterns (or any other items using flame), balloon releases, silly string or tossed items (confetti of any sort, glitter, birdseed, lavender, rice, flower petals, etc.) are prohibited. All send-off materials must be cleaned up and the area free of debris by the end of the rental window.

Additional charges will apply for any clean-up/damages incurred.

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