

## . FACILITY SPECS & RENTAL INFORMATION .

The Westside Warehouse is located in the heart of Atlanta's west-midtown creative district - one of the most up-and-coming locations in the city. Our converted warehouse boasts soaring cathedral ceilings, exposed iron beams and epoxy concrete floors. The industrial aesthetic is softened by handcrafted rustic details and antique French doors. Elegant and unique lighting fixtures add a pop of quirky personality that is unique to our space.

With 6,400 square feet of interior space, and an additional 800 square feet of intimate covered patio, The Westside Warehouse is the perfect setting for your next social or corporate event.

#### CAPACITY

Maximum capacity is variable, depending on catering and seating requirements.

Reception : 400 Seating : 225

#### FACILITY RENTAL FEES

The below rates are based on a 4 hour event, with 3 additional hours of setup time before, and 1 hour of breakdown time after the event. All events must be broken down by 12:00 am. Both rates below are subject to an 18% service fee. Included in this fee is an on-site event coordinator to help with set-up, breakdown and general assistance for the duration of your event.

Sunday – Thursday : \$ 3250 Friday – Saturday : \$ 4250

#### FEATURES

- Formal Foyer with 19<sup>th</sup> century antique French double doors
- Conference Room that doubles as private bridal dressing suite
- Catering Kitchen
- Men's & Women's Restrooms
- Artisan-made iron doors leading to intimate covered patio
- ADA Wheelchair Accessibility Ramp

## THE WESTSIDE WAREHOUSE

by EVENTS WITH FLAIRE, LLC

#### FLOOR PLANS

Floor Plans of the space are available upon request.

#### DEPOSIT AND PAYMENT

To secure your reserved event date on our calendar, a deposit of 50% of the rental rate is due at the time of the reservation, along with a \$1,500 refundable security deposit, and a signed copy of the rental agreement.

The security deposit will be used to cover any damage, excessive cleaning or staff overtime caused by clients, guests or vendors.

The final payment of the remaining 50% balance is due 10 days prior to the event.

The Westside Warehouse accepts payments in the form of cash, checks or credit card. A 3% administration fee is applied to all credit card transactions. Checks may be made payable to *Events with Flaire*.

#### VENDOR POLICIES

We love working with all outside vendors, and can provide a list of recommended caterers, florists, food trucks, bands, event coordinators & furniture suppliers upon request. We welcome the use any vendor, as long as each is licensed and insured.

The Westside Warehouse does not have a liquor license, and does not provide beverages of any sorts. You may source & bring your own alcohol for your event. Please note that ice is not available on site, and is to be provided by your designated outside vendor.

#### CATERING KITCHEN

The Westside Warehouse is equipped with a state-of-the-art catering kitchen. This prep space can either be exposed and integrated into the flow of your event, or discretely hidden from sight by 12' tall sliding barn doors.

#### PARKING & VALET

Parking for more than 100 vehicles is available on the property. We do not offer valet services, but this may be needed for large, formal events. You are welcome to hire a valet company at your own discretion. A security officer will be provided for an event with up to 225 guests. Additional security is required for events with a guest list exceeding 225 people, for an additional cost of \$210.

#### COAT CHECK

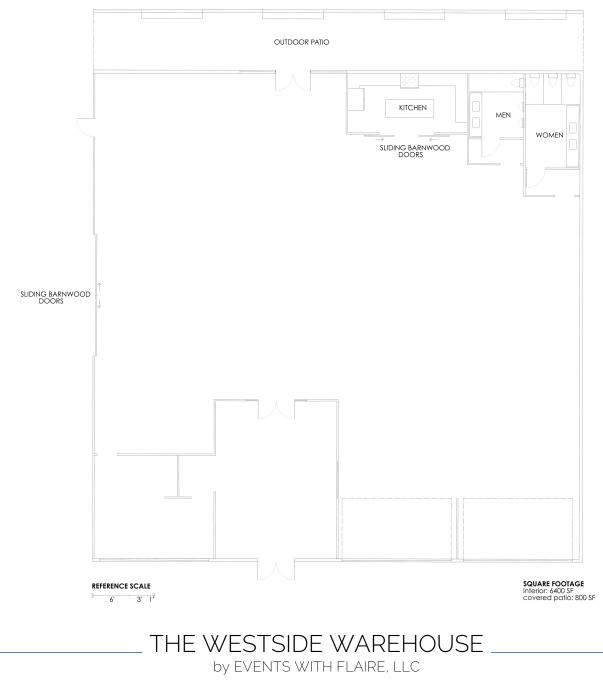
Coat check services can be arranged for your event upon request. The current rate for this service is \$100 for 4 hour event.

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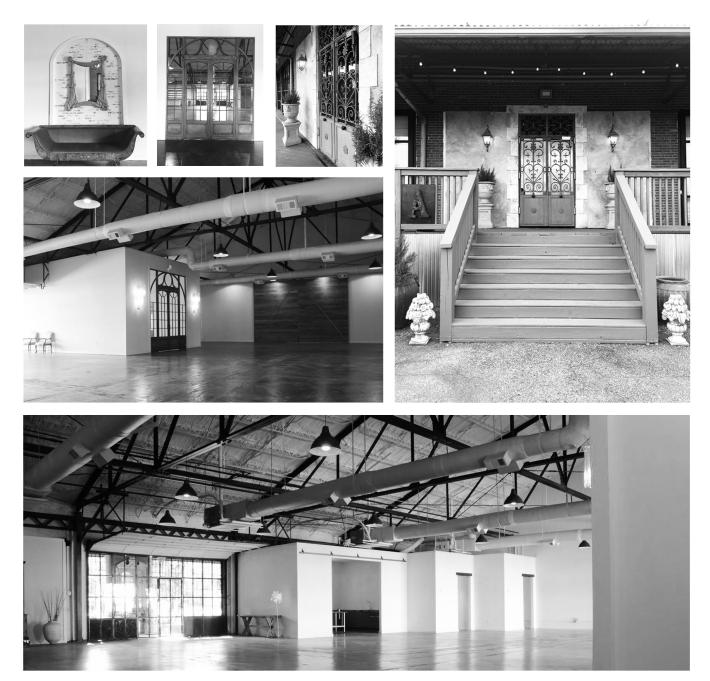


# . FLOOR PLANS .





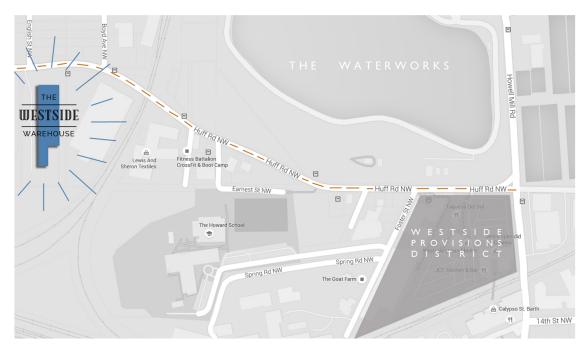
# . PHOTOS .



### THE WESTSIDE WAREHOUSE by EVENTS WITH FLAIRE, LLC



## LOCATION .



To learn more, visit us at 996 Huff Road, Atlanta, GA 30318 or online at:

# www.thewestsidewarehouse.com



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