



EVENT HALL

Corporate & Non-Profit Events

10 hr rental

Monday-Thursday: \$2,000

Friday & Sunday: \$3,000

Saturday: \$4,000

Hourly rate: \$350 (Not available on Saturdays - minimum 3 hours)

Venue Specs:

- All glass rotunda on the corner of MLK Blvd and Riverfront Pkwy with views of Lookout Mountain
- Maximum capacity: 220 seated - 300 standing

Includes:

- Tables: (15) 60" rounds, (4) 8' rectangular tables, (10) whiskey barrel cocktail tables
- Chairs: (150) poured resin white folding chairs and (15) rustic bar stools
- Full bar with (2) bar coolers, keg fridge w/ 2 keg taps & CO2 provided, ice machine
- Wheelchair access ramp and ADA compliant bathrooms
- Wi-Fi connectivity
- Onsite parking (140 spaces available) and street parking
- 15% off Chattanooga Whiskey 91 and Cask 111 for your event

Additional Information:

- COI required
- 15% discount offered to non-profits for full 10-hr rental
- 50% non-refundable reservation fee required to book a date
- These rates do not include access to the barrel house or production bays

FAQs

Can I come take a tour of the Event Hall?

Absolutely! We would love the opportunity to show you the Event Hall and discuss the details of your event. Please contact eventhall@chattanoogaohiskey.com to schedule a time. Tours of the Event Hall are by appointment only.

Will you reserve my date?

Our available dates are booked on a first-come, first-served basis. Especially during peak season, it is highly recommended that you make your reservation 6 mos to 1 year in advance. Your date is officially booked when we receive 50% of your rental fee.

When are the rest of my fees due?

The remainder of your rental fee, as well any other additional fees, is due 1 week before your event.

Are tables and chairs included in my rental fee?

The Event Hall provides 150 white chairs, 15 60" rounds, 4 8' buffet tables, and 10 whiskey barrels. There are also 15 rustic bar stools included at the Event Hall bar. Please note, linens are not provided.

Where do guests park?

We have 100 parking spaces available on-site, however more cars can fit with a contracted valet. Street parking is also available on Riverfront Pkwy.

Note: Any vehicle left on Chattanooga Whiskey property more than 24 hours after an event is subject to towing.

What are the food/catering rules?

While light hors d'oeuvres and foods are permitted, any food requiring on-site prep, burners or coolers must be provided and served by a licensed caterer or bartender. Drop-off catering is **not** allowed.

We require all caterers to provide a copy for their COI listing Tennessee Stillhouse, LLC (address 890 Riverfront Parkway, Chattanooga TN 37402) as additionally insured.

The Event Hall provides a small catering kitchen for all setup and prep needed. The catering kitchen includes an ice machine, sink, trash cans, refrigerator, and a prep table. After the event, the caterer must sweep and mop all usable areas, clean all food dropped on floors, and remove ALL leftover food, containers, and trash from the event hall.

How does the bar operate? Can I bring in my own beverages (including alcohol)?

The Licensee is responsible for bringing in their own beverage package, including alcohol and any supplies required for service. Alcohol can not be served for longer than 5 hours.

The Licensee is responsible for contracting any required bar staff for bar service (including but not limited to, beer, wine, liquor, seltzers, and/or champagne toasts) at their event. Self-service

Please contact eventhall@chattanoogaohiskey.com to reserve the space or for more information.

is strictly prohibited. All bar staff must be TN ABC licensed and must come from a licensed catering or staffing company. A COI will be required from the staffing company listing Tennessee Stillhouse, LLC (address: 890 Riverfront Parkway, Chattanooga TN 37402) as additionally insured.

Please note: The sale of alcohol (cash bar) shall require a separate fee and permit.

Cases of Chattanooga Whiskey are available for purchase for your event at a 15% discount (Chattanooga Whiskey 91 and Chattanooga Whiskey Cask 111). Whiskeys other than Chattanooga Whiskey are prohibited without express permission.

Our bar also has two tap handles and an industrial ice machine that can be utilized. There are two bar coolers available behind the bar for all refrigeration needs.

Who can I hire as vendors at my event?

Here at Chattanooga Whiskey Event Hall we have an open vendor policy. This flexibility allows you the freedom to choose vendors that best align with your budget and vision for the event.

All caterers, lighting, and rental vendors must carry \$1,000,000 in general liability insurance and a Certificate of Insurance (COI) must be provided to us for the event listing Tennessee Stillhouse, LLC as additionally insured (address: 890 Riverfront Parkway, Chattanooga TN 37402). The collection of these COIs is the responsibility of the Licensee.

Can I bring in my own decorations?

Of course! The Event Hall does not provide decorations, so please feel free to use your own decorations or contract out any decorations you wish to use to make your event special and unique to your needs. All candles must be housed in containers that are taller than the candles to catch the wax and so the flames are not exposed. Decorations may not be hung on any walls of the facility. The use of glitter, silly string, confetti, pampas grass, and fireworks is strictly prohibited.

Any damage incurred as a result of decorations used outside the parameters listed above will be the financial responsibility of the Licensee.

Will there be Chattanooga Whiskey Staff there the day of my event?

An Event Hall representative will be present on the day of the event when you need to enter the facility to unlock the building, and again for the duration of the event. However, a representative will not be onsite for the entire day. Key times that a representative will be needed onsite are to be communicated by the Licensee. For wedding-related events, a Day of Coordinator is required.

Do I need additional special event insurance?

We do require that corporate event functions obtain additional liability insurance (general liability) for the day of the event naming Tennessee Stillhouse, LLC as additionally insured. A copy of this insurance policy is required for the Licensees file. Non-corporate clients (weddings) will not require additional insurance for the associated event unless otherwise stated by an Event Hall staff member on a per event basis.

In addition, we require a COI from all vendors present for the event listing Tennessee Stillhouse, LLC as additionally insured. The collection of these COIs is the responsibility of the Licensee.

Do you require security?

The need for security is determined on an event-by-event basis. Typically, security is not required for wedding-related events.

Are animals allowed?

We love animals as much as you do, however, only service and emotional support animals are permitted inside the Chattanooga Whiskey Event Hall. Please ask for more information regarding wedding-related events.

Is smoking or vaping permitted on the Chattanooga Whiskey Event Hall premises?

Whiskey is flammable! Because of this, smoking and vaping are strictly prohibited at the facility. The Licensee is responsible for enforcing this policy.

How is set up and breakdown handled for the event?

Set up for the event is the responsibility of the Licensee and set up times must fall within the 12 hour rental period. Earlier access may be allowed if an event requires extra time to set up. Event Hall staff will handle breakdown of Event Hall furniture at the conclusion of the event. Any rented furniture is the responsibility of the Licensee, and drop off/pick up times must be scheduled with your Event Hall representative in advance.

How is the post-event cleanup handled?

A cleaning fee is included in the price of your rental fee. This includes sweeping and mopping of the Event Hall floors, plus cleaning of the bathrooms. All other areas and cleaning needs are the responsibility of the Licensee.

The Licensee and all Vendors are required to leave the Chattanooga Whiskey Event Hall clean and tidy. All trash must be removed from the Event Hall by the Licensee and/or the catering staff. Caterers are responsible for leaving all catering kitchen surfaces and sinks wiped clean and the catering kitchen swept. All food remaining must be taken by the Licensee or discarded by catering in the trash. All decorations, personal items, and alcohol must be removed from the Event Hall during load-out. Failure of proper and timely cleanup will result in an additional charge.

All clean up and breakdown must be completed within one (1) hour of the event (not to exceed past 12:00am), unless other arrangements have been made and agreed to prior to the event in writing. The Event Hall is not responsible for any items left overnight at the distillery.

Areas outside of The Event Hall, including the parking lot, are subject to additional cleaning fees.

What is your cancellation fee?

The 50% of the rental fee that is due upon booking is nonrefundable.