

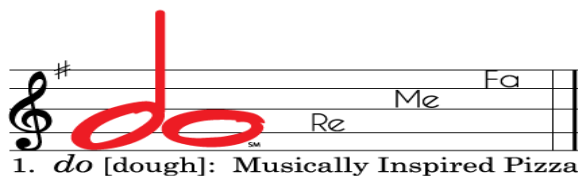
1. *do* [dough]: Musically Inspired Pizza

955 West Marietta St N.W.
Atlanta, GA 30318

www.doattheview.com
Phone #: 404-541-9060
Fax #: 404-541-9080

Special Events Coordinators:
Tron Hill
info@doattheview.com

Nacasha Ruffin
nr@doattheview.com



Welcome to “**do** At The View”!

Thank you for your interest in our special events facility. “The View” is a free standing loft style 5,000 sq. foot Special Events Facility. Its 20 ft. ceilings and 60 ft. upper level deck with a breathtaking panoramic view of Midtown and Downtown Atlanta make this the perfect backdrop for all formal and casual events.

CAPACITY:

Main Level: (3,200 sq. ft.)	200 Standing	100 Seated
Terrace Level: (1,800 sq. ft.)	100 Standing	50 Seated
Entire Facility: (5,000 sq. ft.)	300 Standing	150 Seated

(Main & Terrace level)

On the next page, are the facility rental fees and staff that are provided by The View at King Plow Arts Center. **Our pricing includes:**

On-site furniture/equipment:

- Sound and Lighting Production (Pg. 13 and 14)
- DJ System Package:
 - 1 6 FT Table (for set up)
 - 1 Powered Yamaha Speaker for DJ Monitor
 - All audio connections (patch into our system)
 - (Original Cost: \$500.00) **COMPLIMENTARY**

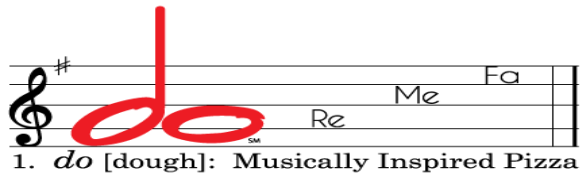
*****CLIENTS ARE TO PROVIDE A DJ WITH CD-J'S/TURNTABLES & MIXING BOARD*****

- 14 Projectors (mounted on the walls throughout venue).
- 12 bar stools
- 22 leather couches
- 12 white coffee tables
- 7 60” round white tables
- 30 white chairs
- 7 stainless steel tables (Upper Level Patio)
- 24 Stainless steel tables (Upper Level Patio)
- 250 space parking lot

Our Staff Consist Of the Following:

Special Events Coordinator (*manages the logistics of the event*)
 Technical Production Manager (*manages all production elements in venue*)
 Bar Manager (*manages the logistics of the bar areas*)

We look forward to working with you on this event and making it spectacular!!!



EVENT PRICING/SUMMARY

FACILITY RATES (BASED ON 4 HOURS)

\$2,500.00 ENTIRE FACILITY
\$2,000.00 LOWER LEVEL ONLY
\$1,500.00 UPPER LEVEL ONLY
\$600.00 CONFERENCE ROOM ONLY (Holds 8 People)
\$600.00 Per additional hour

****NOTE:** Rental prices are subject to change without notice.

All Additional Costs Include:

Security (required)	\$35 per hour (5 hour minimum)
Staffing (required)	100 PI or less (\$350.00)
	100 pl-250 (\$650.00)
Bar Package (required) (options on pg 4)	
Valet (optional)	
Additional Production/Décor (ex: Carpet, Special design elements, Gobos etc.)	

SPECIAL NOTE:

COST SUBJECT TO CHANGE BASED ON SPECIFIC EVENT NEEDS. A FORMAL QUOTE WILL BE COMPLETED ONCE CLIENT HAS CONDUCTED A SITE VISIT WITH THE FACILITY.

PAYMENT OPTIONS:

A non-refundable deposit of 50% of total cost will be due upon acceptance (signing) of a formal contract. This is required in order to hold an event date. The remaining deposit will be due one week before the event

-Certified Checks

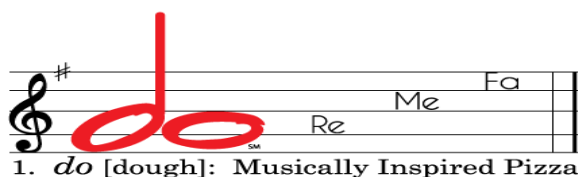
-Money order

-Credit Cards (Master Card, Visa, Discover, American Express)

***All credit cards require a 5% transaction fee**

Make check payable to:

Do At The View
955 West Marietta Street
Atlanta, Ga. 30318
EIN: 56-243582



BEVERAGE SERVICE OPTIONS

** Do At The View retains a liquor license, and by law must provide any liquor, beer, and/or wine used at any function held at the venue.

** Do At The View will not serve alcoholic beverages to any guest who is under the legal drinking age, or anyone who appears to be intoxicated. Rental clients are expected to assist management in behavior control of guests.

** Law prohibits donated beverages.

OPTION I: Open Bar Service (four hours)

This option includes liquor, domestic and imported beer, house wine, mixers, garnishes and glassware for a predetermined price per person. Bar count is added to total event cost & will be paid accordingly, client may predetermine the amount of individuals drinking for the event, but the amount of alcohol supplied will be the exact count given to the Special Event Coordinator.

Options	Beer/Wine	Call Brands (Beer and Wine Included)	Premium Brands (Beer and Wine Included)	Non Alcohol pkg (Coke Products and Juices)
Four Hours	\$25.00 (per person)	\$30.00 (per person)	\$36.00 (per person)	\$3.00 (per person)
Each additional hour	\$5.00 (additional)	\$6.00 (additional)	\$7.00 (additional)	\$0.75 (additional)

22% service fee and 8% sales tax will be added to total cost.

OPTION II: Cash Bar - \$1,000.00 BAR MINIMUM

Your guest will pay per beverage ordered during your event (based on four hours)

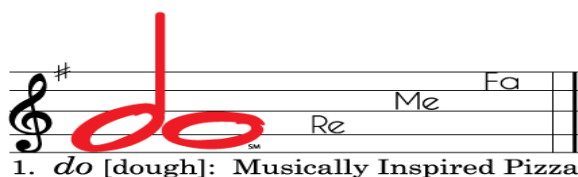
This option includes liquor, domestic and imported beer, house wine, mixers, garnishes and glassware.

BEVERAGE SERVICE OPTIONS

** **Sponsored Alcoholic Beverages:** The venue has to purchase alcoholic beverages from the sponsor prior to receiving the complimentary cases. The client will be charged for the number of cases ordered from the sponsor and incur a pouring/corkage fee of \$8.00 per person.

SPECIAL ORDERS

do at King Plow Arts Center can special order alcohol for an event. The Client must pay for special ordered beverages in advance. The order will be placed with a licensed distributor. Prices will be quoted before order is placed, and will be based on the distributor's cost plus AHC cost and handling fees. Following the event, unused bottles CANNOT be returned to the distributor/client for reimbursement. The Client may NOT take unopened bottles from the premises. Request for special orders will not be taken less than **one week prior to the event date.**



Additional Information

*The Georgia State Liquor Commission regulates the sale and service of alcoholic beverages. As a licensee, **do** is responsible for the administration of these regulations. Therefore, it is our policy that liquor, beer, and wine cannot be brought into or removed from our special events facility at any time.*

Liquor Selection

Call Brands

Absolute
Tanqueray
Bacardi
Herradura
Jack Daniels
Crown

Premium Brands

Grey Goose
Bombay
Bacardi
Patron
Makers Mark
Hennessey/REMY

Beer

Coors
Sweetwater
Blue Moon
Heineken
Peroni
Stella Artois
Corona

Wine

Red Diamond Merlot
Stump Jump Shiraz
Jargon Pinot Noir
Chateau St Jean Chard
Naked Reisling
Terra d'Oro Moscato
Snoqualmie Sauv Blanc
Garson Malbec

SODA, JUICES, & WATER

Coca-Cola brand products

All selections are subject to change prior to the event.

**** Full bar set-up includes premium or well brand liquors, beer, wine and soft drinks. Mixers include tonic water, club soda, ginger ale, orange, cranberry, pineapple, and grapefruit juices, blue curacao, amaretto, grenadine, lime juice, vermouth, sour apple pucker, triple Sec, and lemons, limes, cherries and olives as garnishes.**

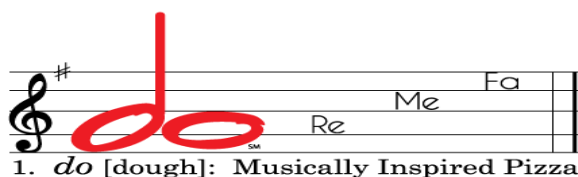
BARTENDERS & BAR BACKS

Bartenders will be supplied by **do** at King Plow Arts Center for Option I and II. The fee is \$25.00 per hour, per bartender for each additional hour. One bartender per every seventy-five guest is required per event.

POLICIES & PROCEDURES

GENERAL POLICY:

- All site visits must be scheduled with the special event coordinator of **do** At The View LLC
- All choices rental companies, entertainment, décor companies, or any other vendor are subject to approval by **do** At The View LLC.
- All electrical cords and equipment must not be a hazard to the attending guests and must be approved by facility's operation manager prior to the day of the event.
- The Client is responsible for any damage resulting from vendors and guests.
- **SMOKING IS NOT ALLOWED IN FACILITY.**



CATERING REQUIREMENTS:

do At The View reserves the right to be the sole caterer of any events held at our facility.

PARKING:

- **do** at King Plow Arts Center offers 350 free parking spaces.
- Valet services are an option and will be provided by the venue for an additional cost.
- Shuttle buses and taxis are the responsibility of the Client.
- There may be an additional charge of \$150.00 if additional security must be hired for any event where over 300 vehicles are expected, and valet service has not been hired.
- **Vendors may load and off load items, and immediately move their vehicles to Entrance 9.**

SECURITY:

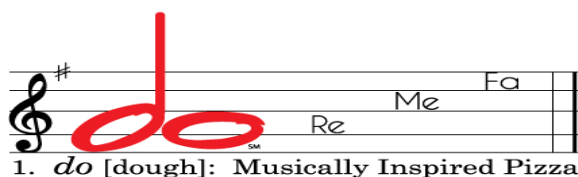
- Security officers must be on duty from setup through breakdown, and these general security costs are included in the previous information given.
- **do** at King Plow reserves the right to require the services of Atlanta Police, an off-duty police officer, and will require these services for all events. **It is mandatory for one officer per every fifty guests.**
- There may be an additional charge of \$150.00 if additional security must be hired for any event where over 300 vehicles are expected, and valet service has not been hired.
- For any prom or student organization events, chaperons are required, 1 chaperon for every 25 students attending, and the chaperons must be teachers, parents of attending students or school administrative personnel.
- Security must be notified of any vendor deliveries or pick ups prior to the event. Please schedule all deliveries and pick ups through the event management consultant.

PRINTED MATERIALS:

- All printed material relating to the event (including invitations, newsletter, flyers, press releases, publicity, promotional campaigns, broad cast media, letters, etc.) are subject to the approval of **do** at King Plow Arts Center before printing. Any reasonable changes requested by **do** at King Plow Arts Center must be made by the Client.

COAT CHECK:

- Coat check is required during the fall/winter months, but by request during the spring/summer months. Coat check requires a charge at the door or pre-determined charged based on the guest count. Please notify the event management consultant **two weeks** prior to the event.



DECORATIONS:

The Client is responsible for all decorating and **do** At The View is responsible for all sound/lighting/production effects for the event, and stay within the following guidelines:

- All decorations and signs must be freestanding and cannot be hung on walls, but can be hung on the outside of any building.
- All floral brought inside buildings must be treated for insects.
- Live plants with root balls are permitted.
- Flames must be contained/globed. No tapered candles higher than six inches tall are permitted.
- Pyrotechnic, confetti cannons, and wedding rice are not permitted.
- Items cannot block any entryways, paths, stairwells or hallways at anytime.
- All items must be removed from the premises immediately following the event, unless otherwise pre-arranged.
- Perishable items must be removed immediately following the event.
- Touch-up painting of décor items is not permitted on our property. Building of décor items on-site is not permitted.

MUSIC:

- There is a 3:00am noise ordinance curfew for outdoor music.
- The Client must advise deejays to provide their own CDJ/DVDJ/Turntable equipment.
- The deejay is not allowed to provide any sound or lighting equipment unless approved by **do** at King Plow Arts Center.

RENTAL EQUIPMENT:

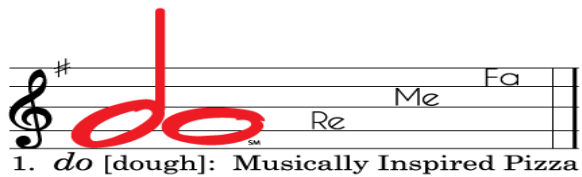
- Rentals must be delivered the day of the event and picked up immediately following the event unless other arrangements have been pre-approved.

PHOTOGRAPHY:

- Any photography planned outside of the rented space must be coordinated and scheduled through **do** at King Plow Arts Center.

FINAL FLOOR PLAN:

- A walk-through with all involved parties is recommended at least two weeks in advance of the event. Final floor plan changes are requested 3 business days prior to the event, otherwise changes cannot be guaranteed.



VENUE PRODUCTION

**** THE SOUND/LIGHTING PRODUCTION IS INCLUSIVE OF THE VENUE RENTAL PRICING
LOWER LEVEL**

SOUND & LIGHTING

SOUND

2 OAP JBL 3-WAY RANGE SPEAKERS
2 DOUBLE 18" SUBS

1 YAMAHA 12 CHANNEL CONSOLE
2 DBX 1/3 OCTIVE EQ.

LIGHTING

****CUSTOM LOGOS OR GOBOS AVAILABLE UPON REQUEST FOR INTELLIGENT LIGHTS
AT AND ADDITIONAL COST****

VIDEO

1 - 10X20 PROJECTION SCREEN
1 - 3000 LUMENS PROJECTOR
16- PROJECTORS LOCATED THROUGHOUT VENUE
AT AN ADDITIONAL CHARGE WE CAN CUSTOMIZE ROOM DESIGNS FOR AN EVENT

UPPER LEVEL

SOUND & LIGHTING

SOUND

INDOOR:

1 – 12 CHANNEL YAMAHA MIXING CONSOLE
VIDEO: ALL FORMAT PLAYBACKS
AUDIO CAPABILITIES: IPOD, CD, DVD, VCR, FM/AM PLAYBACK

OUTDOOR:

BOSE LIFESTYLE 35 ENTERTAINMENT SYSTEM
4- BOSTON ACOUSTIC SPEAKERS
AUDIO CAPABILITIES: IPOD, CD, DVD, VCR, FM/AM PLAYBACK

LIGHTING

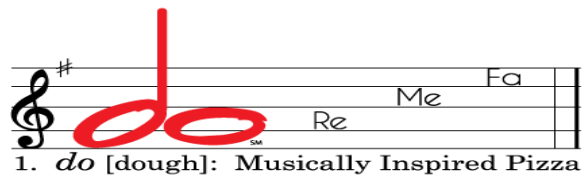
3 DC1's
HALOGEN LIGHTING FIXTURES

VIDEO

3 - 42" PLASMA MONITORS
PLAYBACK FORMATS: DVD, VHS, CD, CABLE & COMPLETE COMPUTER PLAYBACK

CONFERENCE ROOM

YAMAHA 5 CHANNEL SURROUND SOUND SYSTEM
VIDEO: ALL FORMAT PLAYBACKS, PROJECTOR & 10X20 PROJECTOR SCREEN
AUDIO CAPABILITIES: IPOD, CD, DVD, VCR, FM/AM PLAYBACK
1 – 3000 LUMENS PROJECTOR 1 AUTOMATED VIDEO SCREEN



do At The View

**955 West Marietta St. NW
Atlanta, GA 30318**

75/85N to 10th/14th Street Exit
 Cross Over 10th street to 14th street
 Make a left onto 14th street
 Keep straight until it dead ends onto Howell Mill Road
 Make a left onto Howell Mill Road
 1st right onto Brady
 Make a right onto W. Marietta Street (at the stop light)
 You are at the King Plow Arts Center
****Park at Entrance 9****
 VENUE is located at Entrance #7

75/85S to 10th/14th/17th Street Exit
 Make a right onto 14th street
 Keep straight until it dead ends onto Howell Mill Road
 Make a left onto Howell Mill Road
 1st right onto Brady
 Make a right onto W. Marietta Street (at the stop light)
 You are at the King Plow Arts Center
****Park at Entrance 9****
 VENUE is located at Entrance #7

