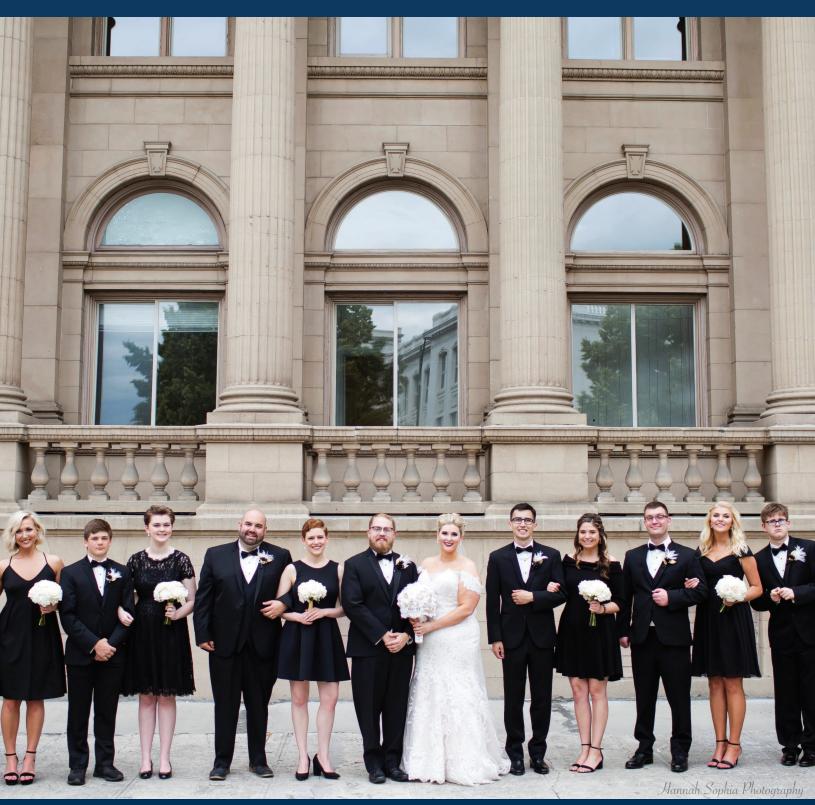
# SINCE



1904



Make Your Own History!

Riverside Place is the only downtown venue with multiple rooms for every special occasion:

Wedding Ceremonies, Receptions, Rehearsal Dinners, Corporate Events, Charity Events, Concerts, Theatre, and so much more.

2024	Theatre Ceremony Seating	Cocktail Setting	Seating	Saturday Rates	Friday & Sunday Rates	Mon thru Thur Rates
The Falls Penthouse	350	300	256	\$3,800	\$3,600	\$3,200
The Ballroom	450	400	400	\$3,800	\$3,600	\$3,200
The Commandery	112 to 500 with balcony	150	112	\$2,700	\$2,500	\$2,400
The Auditorium	260 to 1200 with balcony	400	150	\$3,000	\$2,700	\$2,500

<sup>\*</sup> Linen surcharge for "farm-style" seating

#### **ROOM RENTAL INCLUDES:**

- Venue Coordinator will work with you to create a floor plan using the latest software
- Chairs, tables, and linens are included with your rental rate
- Event Time per event room is 5 hours
- Building access 1.5 hours prior to event
- Event décor & design set-up day before event or day of event 4 hours
- Premier on site catering and preferred caterers
- Off-site catering is welcome with a per person charge
- Riverside Place staff member on site during event
- Complimentery Parking
- 35% payment is required to reserve your date and event space

#### TO BOOK A TOUR OF RIVERSIDE PLACE PLEASE CONTACT:



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Riverside Place is proud to partner with the following premium caterers to bring you the finest food, beverage and service for your event.

## Premiere On-Site

## LONDON'S ULTIMATE CATERING

509-570-2348

londonsultimatecatering.com

London's Ultimate Catering is dedicated to the art of fresh cuisine, flawless planning, and execution. As the in-house premiere caterer, they understand our historical building and work with our team to execute your vision. London's Ultimate Catering provides customized menus at all budget levels with superb presentation and professional service.

## Preferred Caterer's

Beacon Hill Catering | 509-482-3556 | beaconhillevents.com

Outside catering welcome. Please consult with our catering & service guidelines.

Additional \$4 per person fee applies.

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### Bar Information

Riverside Place provides professional and experienced bartenders and a selection of beers, wine and spirits.

### Bar options include:

Hosted Bar | Host all drinks - beer, wine, and cocktails

Partial Hosted | Host beer, and wine - cocktails are paid for buy guests at the bar

Cash Bar | Beer, wine, and cocktails are paid for by guests at the bar

Basic Set-Up: \$230 Includes silver beverage buckets, tap box, black bar towels,

small bar wares (shakers, etc..), ice, and disposable cups.

Bartenders: \$45/hr (minimum 4 hours) Number of bartenders required to serve are dependent upon chosen selection and guest count.

BEER

House Beer: \$6/glass - selection varies by event

**SPIRITS** 

Well Cocktails: \$8/glass Premium Cocktails: \$10/glass

> Riverside Place stocks a full line of well and premium spirits

WINE

House Wine: \$7/glass - \$17/bottle

Clients may bring in beer & wine with the following charges:
- Keg Tap Fee - \$250 per keg
- Wine Corkage Fee - \$17 per 750ml bottle

Specialty beer, wine, and spirits available.

Bar selections are customizable.

High quality disposable cups included Glassware available for additional charge

Last call to be made 30 minutes prior to the end of your scheduled event time

All charges subject to sales tax & 9.5% service fee

Riverside Place is a WA State licensed facility to sell and service alcohol. All liquor must be purchased from Riverside Place.

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## Preferred Vendors

#### **Photographers**

Danielle Marie Photography - daniellemphotos.com
Oxana Brix Photography - oxanabrik.com
Film Moods - filmmoodsphoto.com
Jennifer Debarros Photography - jenniferdebarros.com
Conner Allen Photographer - connerallenphotographer.com

#### **Audio Visual**

Amp'd Entertainment - 509-868-9861 - ampdspokane.com VIP Productions - 509-747-4804 - vipproductionnw.com

Complete DJ - 509-927-3535 - completewedo.com/spokane DRJ Productions - 714-924-3988 - drjproductions.tumblr.com

#### **Event Planners**

Jaime Johnson Events - 208-659-6492 Piece of Harmony Events - 208-819-6883 Red Letter Event Planning - 208-244-0601

Flowers and Décor	Attire	Hotel Accomodations
FloristsSue Hines Floral Garden of Eden Rose & Blossom	Tuxedo Gallery tuxedogallery.net	The Davenport - 509-455-8888 thedavenporthotel.com
Rentals Event Rents	Honest Ivory honestinivory.com	The Spokane Club- 509-838-8511 spokaneclub.org
Artifact Rentals Pine & Poppy	Marcella's marcellasbridal.com	Hotel Ruby - 509-747-1041