

EVENT RENTAL INFORMATION

220
NORTH
TRYON

at Foundation For The Carolinas

220 NORTH TRYON

WELCOME

220 North Tryon at Foundation For The Carolinas is home to the Levine Conference Center and is located in the heart of Charlotte's Center City. We offer state-of-the-art spaces for meetings, conferences, fundraisers, corporate and private parties, and special events. Event spaces include the Sonia & Isaac Luski Gallery on the first floor of the building, multiple board and conference rooms, a rooftop vertical garden terrace and a solarium.

This location is also the headquarters for Foundation For The Carolinas, a nonprofit that connects people, companies and organizations to needs and philanthropic opportunities across our region. Revenue generated from 220 North Tryon supports the operations of Foundation For The Carolinas, allowing us to share our building with the community.

As part of our civic leadership role, we are pleased to share our board and conference rooms with regional nonprofit organizations at no cost during weekday business hours, 8:30 am until 5:30 pm. If you are a regional nonprofit organization interested in more information in reserving a board or conference room, please call 704.973.4500 or email events@fftc.org.

For more information, please contact:

Ervin Ledbetter

Special Events Manager, Corporate and Nonprofit
704.998.6411
eledbetter@fftc.org

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EVENT POLICIES AND PROCEDURES

FACILITIES AND SERVICES

220 North Tryon Operating Hours

Monday – Friday, 8:30 a.m. to 5:30 p.m., Evening hours, Saturday and Sunday available upon request

Rental Includes:

3 hours set-up

4 hours for event (all events must end no later than 1 a.m.)

1.5 hour breakdown

Security Officer

Janitorial Staff

Special Event Manager

The following equipment may be used by Renter at no extra charge, if available:

5 ft round tables

Chiavari chairs standard and bar height

Banquet tables

Easels

Podium

High round cocktail tables

Seminar Tables

Conference Chairs

The following items are *not* provided by 220 North Tryon:

Linens Glassware

Plates Bartenders

Flatware Staging

Free Parking Wait Staff

The following items or services are available from 220 North Tryon at an additional cost:

Additional hours needed for event rental: \$500-\$750 per additional hour

Additional hours needed for set-up or breakdown: \$250-\$500 per additional hour

Additional security: Based on request

Portable audio and/or visual equipment: \$300

Portable L.E.D lit bar: \$200

Removal and return of furniture in Gallery: \$200 per set

Special Event Manager

220 North Tryon at Foundation For The Carolinas' event staff are on-site to oversee the operation of the facility and to help with facility logistics. The 220 North Tryon at Foundation For The Carolinas' Special Event Manager of your event does not perform the duties of a professional event planner. As such, Renter shall provide a designated point of contact to handle any event planning or onsite event needs. 220 North Tryon at Foundation For The Carolinas event staff reserves the right to close down the event if the property or guests are in danger for any reason.

Parking

Parking is not provided by 220 North Tryon, and parking arrangements are the sole responsibility of Renter. Please contact the Special Event Manager for pricing and valet quotes.

Inclement Weather Policy

220 North Tryon reserves the right, at its sole discretion, to determine when an event must be rescheduled based on available space due to inclement weather. Whenever it is determined that the health or safety of persons, clients or employees would be placed at risk or that conditions or events prevent performance of regular operations, services or responsibilities, the facility may be closed. This is also in accordance with State and Municipal Building Codes. In the event of inclement weather, 220 North Tryon will do its best to accommodate the event space with an alternate interior location and/or date (based on availability).

The Vertical Garden on the Rodgers Sculpture Garden Terrace is a living plant wall and will grow in differently every season due to the fluctuating weather patterns in Charlotte. 220 North Tryon at Foundation For The Carolinas cannot guarantee the condition or appearance of the plants. During the colder months, it is 220 North Tryon's discretion to cover the vertical garden to protect the plants from freezing.

Freight Elevator

Any and all deliveries for the event or items for the event - including but not limited to - equipment, tables, chairs, furniture, decorations, beverages and food, shall be transported using the freight elevator only. The weight capacity of the freight elevator is 12,000 lbs., which shall not be exceeded. Vendors may not use carts or hand trucks in the front guest elevators.

Accessibility

220 North Tryon at Foundation For The Carolinas' facility is accessible. Please check with the Special Event Manager for details.

EVENT POLICIES AND PROCEDURES

GENERAL RULES AND REGULATIONS

Security Deposit and Rental Fee Information

In order to book an event, 50% of the total rental fee is required upon signing the contract. 30 days prior to the event, 220 North Tryon must receive 30% of the total rental fee for the security deposit (fully refundable if no damage or issues have occurred after the event) and the event rental balance due. If the full rental fee and other charges are not received prior to the event date, the Special Event Manager retains the right to refuse use of the facility. Rentals within 30 days of the event must pay total rental fees due and security deposit upon signing of the contract.

First Floor Sonia & Isaac Luski Gallery

No dancing is allowed on the first floor level of the Foundation. We do not allow artwork to be removed for events. If furniture in the Gallery needs to be rearranged or moved for an event, **additional charges will apply.**

Cancellation Policy

- (a) The Renter shall be entitled to a refund of 100% of the Deposit if the Renter provides written notice of a cancellation to the Vice President & Director of Marketing and Communication more than (or equal to) 120 days prior to the Event Date.
- (b) The Renter shall be entitled to a refund of 50% of the Deposit if the Renter provides written notice of a cancellation to the Senior Vice President, Marketing & Communication less than 120 days of the Event Date but more than (or equal to) 60 days prior to the Event Date. Renter agrees the remaining Deposit shall be forfeited to 220 North Tryon.
- (c) The Renter shall not be entitled to any refund of the Deposit if the Renter provides notice of a cancellation less than 60 days before the Event Date. Renter agrees the Deposit shall be forfeited to 220 North Tryon.
- (d) The Renter shall not be entitled to any refund of the balance of the Rental Fee if the Renter provides notice of a cancellation less than 30 days before the Event Date. Renter agrees the balance of the Rental Fee shall be forfeited to 220 North Tryon.
- (e) In the event the Renter provides notice of a cancellation prior to the Event Date, the Renter agrees that 220 North Tryon may deduct any fees, costs and expenses incurred by 220 North Tryon (including, without limitation, the purchase of any alcoholic beverages) from the Security Deposit prior to returning the Security Deposit to Renter. Renter is responsible for any vendor costs associated with the event's cancellation or date change.

Indemnification

To the fullest extent permitted by law, Renter shall indemnify and hold harmless the Foundation and 220 North Tryon, LLC, its Board of Directors, officers and consultants, agents and employees from and against any and all actions, claims, lawsuits, damages,

losses, expenses, and liability for death, injury or alleged injury to any person, including but not limited to attorneys' fees, which arise in any manner, or are alleged to have arisen, from the acts, omissions or wrongful conduct of Renter, in connection with Renter's occupancy or authorized or unauthorized use of the Foundation's premises.

Pricing isn't finalized until the contract has been signed. Any requested revisions to the contract or policies and procedures could result in additional fees to cover cost incurred by 220 North Tryon.

Security Process

All vendors and contractors must sign in with 220 North Tryon's security prior to setting up for an event. Vendors and contractors will receive a badge and are responsible for returning the badge upon the completion of the event. Lost badges will result in a fine for the Renter of \$25 per badge.

Smoking Policy

Foundation For The Carolinas is a smoke-free facility. Smoking and vaping is not permitted inside the building, including restrooms, stairwells or outside terraces.

Prohibited Items

No tasers, sparklers, pyrotechnics, drones, fog, dry ice, hazers, pepper spray, mace, guns or dangerous weapons. No illegal drugs.

Candles

All candles must be enclosed in a glass or metal container 2 inches above the flame.

Decorations

No balloons, glitter, confetti, birdseed, rice, live rose petals or other similar objects or materials.

No decorations shall be used that may cause damage to floors, ceilings, walls or artwork.

No material may be attached to walls, ceilings, floors, windows, art pedestals, elevators or staircase.

All Decor must be approved by the special event manager

Any cost to 220 North Tryon associated with the use of any adhesive or hardware to the aforementioned areas will be charged to the Renter.

EVENT POLICIES AND PROCEDURES

GENERAL RULES AND REGULATIONS

Post-Event Clean Up

Renter and its vendors are responsible for all post-event clean up. Caterer is responsible for clean-up of kitchen and equipment and caterer related activities. Any and all decorations must be removed by Renter upon completion of event. Any cost incurred by 220 North Tryon for the clean-up or removal of event-related activities or materials will be charged to the Renter. 220 North Tryon is not responsible for any materials left on the premises after the event.

Qualifying for Nonprofit Rates

Nonprofit organizations must provide a copy of their 501(C)3 documentation to receive 220 North Tryon's nonprofit rate. Nonprofit organizations outside Foundation For The Carolinas specified region will be charged private sector rates. FFTC's region is comprised of the following counties North Carolina: Cabarrus, Charlotte Mecklenburg, Cleveland, Davidson, Iredell, Lincoln, Richmond, Rowan, Gaston, Stanly and Union. South Carolina: Cherokee, Lancaster and York.

Nonprofit Meetings with Registration Fees

A nonprofit organization seeking to use 220 North Tryon for a meeting involving a registration fee must be approved by the VP, Special Events. The VP, Special Events has the right to decide if the nonprofit organization should pay the private sector rate.

Nonprofit Consecutive Usage

Due to high demand for space at 220 North Tryon at Foundation For The Carolinas, nonprofit organizations that seek space for greater length than two consecutive days must be approved by the VP, Special Events and may incur a fee.

Age Policy

220 North Tryon does not host primarily youth-attended (i.e. under the age of 21) social gatherings in our event spaces, including but not limited to proms, sweet sixteen parties, high school graduation parties, bar mitzvahs, bat mitzvahs and quinceañeros. Event space renters must be at least 25 years of age.

Fundraising

An organization seeking to use 220 North Tryon for an event involving an admission charge for fundraising must be approved by the VP, Special Events. Raffles or live and silent auctions are permitted only if the goods or services being sold are donations to the organization to support the organization's nonprofit activities.

Foundation Name or Logo

Other than using the Foundation For The Carolinas name to designate the location of an event, Renter may not use the Foundation's name, logo, picture or likeness to promote any event.

Entertainment

All entertainment, including any applicable licenses for live or recorded music is the sole responsibility of Renter. Staging or technical requirements are not provided by 220 North Tryon. All Entertainers must use the Loading Dock and come into the building through our freight elevator. Entertainers, bands or DJs are strictly prohibited from consuming alcohol while working an event at 220 North Tryon at Foundation For The Carolinas.

Animals or Pets

No animals or pets are permitted in the building other than assistance animals, such as guide or service dogs.

Sporting Events

Due to the celebratory nature of sporting events, such as NCAA Tournament, CIAA Tournament, NASCAR Speed Week, Professional Football/Basketball Games, etc., 220 North Tryon prohibits any event associated with a sporting event to occur within the building.

EVENT POLICIES AND PROCEDURES

REQUESTED EVENT MATERIALS

For 220 North Tryon at Foundation For The Carolinas to help orchestrate a seamless event for your guests, the following event materials must be provided a minimum of **two weeks in advance** of event date. Failure to do so may result in delays for your vendors and additional fees:

1. Certificate of Insurance with the following minimum requirements:

Commerical General Liability
\$2,000,000 General/Aggregate and \$1,000,000 Each Occurrence

Workers Compensation
\$1,000,000 Each Accident

220 North Tryon, LLC and Foundation For The Carolinas must be listed as additional insured.

2. An event agenda.
3. Amount of time needed for set-up and breakdown of event.
4. A list of all vendors and delivery schedules. The loading dock must have an access form, provided by the Event Office, from each vendor that plans to utilize dock space. It is the client's responsibility to make sure the vendors have filled out a loading dock access form and the vendor has sent the form to **TruistCenter@am.jll.com**. The Event Office is not responsible for coordinating with the loading dock for space and time of use. The Event Office will sign for all deliveries for the event; however, the Event Office, Foundation For The Carolinas, and 220 North Tryon assume no liability or responsibility for any loss or damage with respect to the delivered goods and will not verify nor guarantee the accuracy of the contents of any deliveries. C.O.D. deliveries will not be accepted.

220 North Tryon uses the Hearst Tower Loading Dock located at 214 N. Tryon Street, Charlotte, NC 28202. The loading dock entrance is between 5th and 6th Streets on North College Street. All deliveries should be made between 9:00 am to 4:00 pm, Monday through Friday. Alternate delivery hours must be pre-approved by the Event Office.

5. Catering Information

Approved caterers represent firms that have been selected by 220 North Tryon to provide food service within our facility. Any large scale special event or conference meeting is required to utilize a caterer on 220 North Tryon's Approved Caterer List.

Organizations using 220 North Tryon for meetings may bring in their own food items or select a breakfast or lunch purveyor that can provide snacks, boxed lunches, or platters. Caterers who are not on the approved catering list may not use 220 North Tryon's kitchens.

220 North Tryon expects that vendors and caterers treat its facility with the utmost care. Each caterer must complete a site tour and training conducted by a Special Event Manager of 220 North Tryon. All caterers and vendors must show proof of required permits, health inspection, licenses, bonds and/or insurance coverage. Each caterer must sign the Event Policies and Procedures, and caterers are asked to complete the Caterer Check Out Form after each event. **It is at the sole discretion of 220 North Tryon if a caterer will be allowed to use our facility.** 220 North Tryon does not guarantee the quality of the services provided by the approved caterers.

6. Vendor Information

All vendors must provide Certificate of Insurance meeting the specified requirements.

7. Decor

Decorations on the building's exterior are prohibited. Decorations may not be permanently affixed to any wall, ceiling, floor or other physical structure in the building. Decorations shall be in accordance with all applicable fire codes.

The above listed items are the sole responsibility of Renter to complete and have approved.

ANY VIOLATIONS OF THESE RULES MAY RESULT IN TERMINATION OR CANCELLATION OF THE EVENT.

RENTAL SPACES - 1ST FLOOR

KNIGHT TIER BOARD & CONFERENCE ROOMS AND LUSKI GALLERY



Williamson Board Room

SEATING CAPACITY	14
INSTALLED EQUIPMENT	Flat Screen TV Privacy Shades Phone
GENERAL DESCRIPTION	Rectangular table for 14. Located in back of gallery on the right. Glass wall with privacy shades. A/V and WiFi available. In room server cabinet with close proximity to prep kitchen.



McColl Conference Room

SEATING CAPACITY	6
INSTALLED EQUIPMENT	Privacy Shades No A/V available
GENERAL DESCRIPTION	Round table for 6 in back gallery area on the right. Glass wall with privacy shades. WiFi available.

RENTAL SPACES - 1ST FLOOR

KNIGHT TIER

BOARD & CONFERENCE ROOMS AND LUSKI GALLERY (CONTINUED)



Tate Conference Room

SEATING CAPACITY	12
INSTALLED EQUIPMENT	Flat Screen TV Video Conferencing Phone
GENERAL DESCRIPTION	12 Person Conference Room. Glass wall facing side entrance and passenger elevators. A/V and WiFi available. Near restrooms.

RENTAL SPACES - 1ST FLOOR

KNIGHT TIER

BOARD & CONFERENCE ROOMS AND LUSKI GALLERY (CONTINUED)



Luski Gallery

SEATING CAPACITY 100

STANDING CAPACITY 300

GENERAL DESCRIPTION Beautiful, open-concept space complete with an art collection from the Luski Family, art patrons and philanthropic leaders in the Charlotte community. Marble reception desk turns into a bar for private events. We do not allow artwork to be removed for events. If furniture in the Gallery needs to be rearranged or moved for an event, **additional charges will apply.**

RENTAL SPACES - 2ND FLOOR

DICKSON TIER BOARD & CONFERENCE ROOMS



Richardson Conference Room

SEATING CAPACITY	16
INSTALLED EQUIPMENT	Overhead Projector/Screen Privacy Shades Phone
GENERAL DESCRIPTION	Rectangular table for 16 people. Located across from passenger elevators. Glass wall. A/V and WiFi available. Large built-ins for serving.



Chambers Conference Room

SEATING CAPACITY	10
INSTALLED EQUIPMENT	Flat Screen TV Phone
GENERAL DESCRIPTION	Rectangular table for 10. First conference room to the right after you step off elevators. A/V and WiFi available. In close proximity to serving area.

RENTAL SPACES - 2ND FLOOR

DICKSON TIER BOARD & CONFERENCE ROOMS (CONTINUED)



Halton Conference Room

SEATING CAPACITY	12
INSTALLED EQUIPMENT	Flatscreen TV Phone
GENERAL DESCRIPTION	Rectangular table for 12. Second conference room on the right after you step off the elevators. A/V and WiFi available. In close proximity to servery area.



Belk Conference Room

SEATING CAPACITY	8
INSTALLED EQUIPMENT	No A/V available Phone
GENERAL DESCRIPTION	Circular conference table for 8. Intimate room with servery nearby. WiFi available. Last conference room on the right after you exit elevators.

RENTAL SPACES - 2ND FLOOR

DICKSON TIER BOARD & CONFERENCE ROOMS (CONTINUED)



Brayboy Conference Room

SEATING CAPACITY	8
INSTALLED EQUIPMENT	Flat Screen TV Phone
GENERAL DESCRIPTION	Rectangular table for 8. Across from public stairs (directly in front if walking up stairs). In close proximity to server areas. A/V and WiFi available.



Turner Board Room

SEATING CAPACITY	14
INSTALLED EQUIPMENT	Overhead Projector/Screen Phone
GENERAL DESCRIPTION	Rectangular table for 14. At North Wall to the left of mezzanine stairwell. Glass walls. Best suited for meetings that do not require a high level of visual privacy. A/V and WiFi available. Next to catering kitchen.

RENTAL SPACES - 3RD FLOOR

GANTT TIER BOARD & CONFERENCE ROOMS



Thompson Conference Room

SEATING CAPACITY	14
INSTALLED EQUIPMENT	Overhead Projector/Screen Privacy Shades Phone
GENERAL DESCRIPTION	Square table for 14. Directly across from passenger elevators. Privacy shades available. A/V and WiFi available. Large built-in cabinets for serving.



Bessant Conference Room

SEATING CAPACITY	10
INSTALLED EQUIPMENT	Flat Screen TV Phone
GENERAL DESCRIPTION	Rectangular table for 10. Diagonally to the right outside of passenger elevators. Large built-in shelves/cabinets for serving, can also use hallway server. Glass exterior walls make this room best suited for meetings that do not require a high level of visual privacy. A/V and WiFi available.

RENTAL SPACES - 3RD FLOOR

GANTT TIER BOARD & CONFERENCE ROOMS (CONTINUED)



Grigg Board Room

SEATING CAPACITY	38
INSTALLED EQUIPMENT	2 Overhead Projector/Screen Privacy Shades Wireless Microphone Speakers Built-in Video Conferencing System Phone
GENERAL DESCRIPTION	Board room to the right of elevators. Seats 26 at a beautiful marble conference table with 12 additional chairs along the room's wall. WiFi and A/V available - 2 projectors and 2 screens. Privacy shades. In close proximity to caterer prep kitchen, restrooms and coat closet. Built-in serveries in the room.



Bernstein Conference Room

SEATING CAPACITY	10
INSTALLED EQUIPMENT	No A/V available Phone
GENERAL DESCRIPTION	Circular conference table for 10. WiFi available. Interior door into Executive suite, other door accessible from conference center. Completely private room. Served area in room.

RENTAL SPACES - 3RD FLOOR

GANTT TIER BOARD & CONFERENCE ROOMS (CONTINUED)



Shaw Conference Room	
SEATING CAPACITY	10
INSTALLED EQUIPMENT	Flat Screen TV Phone
GENERAL DESCRIPTION	Rectangular table for 10. To the left of the passenger elevators, first room on left. A/V and WiFi available. Small built-in server area.

RENTAL SPACES - 4TH FLOOR

OVERCASH TIER



Silverman Pavilion

CAPACITY	100 Theater Style 72 Classroom 80 Seated Rounds 125 Standing
INSTALLED EQUIPMENT	Overhead Projector/Screen Speakers Built-in Wireless Microphone
GENERAL DESCRIPTION	Large Conference room for events. A/V available. Opens to Kearney Solarium. Beautiful, high ceiling with plenty of natural light.



Kearney Solarium

CAPACITY	100 Theatre Style 80 Classroom 90 Seated Rounds 125 Standing
INSTALLED EQUIPMENT	Overhead Projector/Screen Speakers Built-in Wireless Microphone
GENERAL DESCRIPTION	Unique event space with floor to ceiling glass windows and a NanaWall that opens to expose Foundation For The Carolinas' beautiful view of the Uptown Charlotte cityscape. The Kearney Solarium creates an indoor/outdoor feel unlike any other in the city.

RENTAL SPACES - 4TH FLOOR

OVERCASH TIER (CONTINUED)



Legacy Hall

CAPACITY	80 Seated Rounds
	175 Standing



Rodgers Sculpture Garden Terrace

CAPACITY	40 Seated Rounds
	50 Standing

GENERAL DESCRIPTION *Must be rented with Legacy Hall.*

Outdoor terrace with a NanaWall that opens up into Legacy Hall to create indoor/outdoor feel. Beautiful Vertical Garden done by French artist, Patrick Blanc.

RENTAL SPACES - 4TH FLOOR

OVERCASH TIER BOARD & CONFERENCE ROOMS (CONTINUED)



Sklut Classroom

SEATING CAPACITY 35

INSTALLED EQUIPMENT 2 Overhead Projectors/Screens
Speakers Built-in

GENERAL DESCRIPTION Classroom seating for 40 people. WiFi and A/V available - 2 projectors and 2 screens with wireless sound capabilities. In close proximity to a servery outside of room for catering needs.



Iverson Conference Room

SEATING CAPACITY 10

INSTALLED EQUIPMENT Flat Screen TV
Phone

GENERAL DESCRIPTION Conference table for 10. Has windows overlooking rooftop. Great for confidential, private meetings. A/V and WiFi available.

RENTAL RATES AND CAPACITY

NONPROFIT

Nonprofit organizations must be located within the Foundation's 13-county region and provide a copy of their 501(c)3 documentation to receive the nonprofit rate.

SPACE	MONDAY-FRIDAY DAILY RENTAL 8:30 - 5:30 PM	MONDAY-FRIDAY EVENING 5:30 - 9:30 PM	SEATED	STANDING
Conference Room	Complimentary	\$250	6-16	N/A
Grigg Board Room	Complimentary	\$400	26	N/A
Sklut Classroom	Complimentary	\$450	40	N/A
2 nd Floor Dickson Tier Atrium*	N/A	\$500	48	50
3 rd Floor Gantt Tier Lobby*	N/A	\$500	N/A	40

SPACE	MONDAY-THURSDAY 8:30 - 5:30 PM FRIDAY 8:30AM-1:00PM DAILY RENTAL	MONDAY-THURSDAY EVENING 5:30 - 9:30 PM	FRIDAY	SATURDAY/ SUNDAY	SEATED	STANDING	SQUARE FOOTAGE
Sonia & Isaac Luski Gallery	N/A	\$2,500	\$4,200	\$4,900	100	300	6,000
Silverman Pavilion & Kearney Solarium	\$850	\$2,500	\$4,200	\$4,900	160	250	2,993
Kearney Solarium	\$700	N/A	N/A	N/A	90	125	1,893
Silverman Pavilion	\$700	N/A	N/A	N/A	80	125	1,100
Legacy Hall & Rodgers Sculpture Garden Terrace	\$850	\$2,500	\$4,200	\$4,900	80	175	2,886
Overcash Tier (4th Floor)	\$1,500	\$4,200	\$5,500	\$5,800	248	425	5,879
<i>Includes Kearney Solarium, Silverman Pavilion, Legacy Hall, Rodgers Sculpture Garden Terrace, Catering Facility Access, Sklut Classroom and Iverson Conference Room.</i>							
Rental of Full Event Facility	N/A	\$5,500	\$6,500	\$6,800	348	725	11,879
<i>Includes Luski Gallery, Kearney Solarium, Silverman Pavilion, Legacy Hall, Rodgers Sculpture Garden Terrace, Sklut Classroom, Iverson Conference Room and access to two Catering Facilities.</i>							

*In conjunction with conference room booking

No dancing, bands or DJs are allowed in the Luski Gallery. If furniture needs to be removed for an event, additional charges will apply. Mezzanine Bridge is included in rental of Luski Gallery for musicians or entertainment purposes only.

Evening and weekend event facility rentals are based on four hours rental, three hours load-in time and 1.5 hours tear down time. Additional set-up and breakdown time may be scheduled at \$250-\$500 per hour. Additional event time may be added for \$500-\$750 per hour. Both must be scheduled a minimum of two weeks prior to event date. Alcohol may be served for a maximum of four hours.

Special rates and/or minimums may apply during holidays, major city-wide events and other select dates.

For wedding information, please contact:

Brittany Brathwaite

Special Events Manager, Social

704.973.4561 or bbrathwaite@fftc.org

RENTAL RATES AND CAPACITY

PRIVATE SECTOR AND CORPORATE

SPACE	MONDAY-FRIDAY DAILY RENTAL 8:30 - 5:30 PM	MONDAY-FRIDAY EVENING 5:30 - 9:30 PM	SEATED	STANDING
Conference Room	\$450	\$450	6-16	N/A
Grigg Board Room	\$700	\$700	26	N/A
Sklut Classroom	\$900	\$900	40	N/A
2nd Floor Dickson Tier Atrium*	N/A	\$600	48	50
3rd Floor Gantt Tier Lobby*	N/A	\$600	N/A	40

SPACE	MONDAY-THURSDAY 8:30 - 5:30 PM FRIDAY 8:30AM-1:00PM DAILY RENTAL	MONDAY-THURSDAY EVENING 5:30 - 9:30 PM	FRIDAY	SATURDAY/ SUNDAY	SEATED	STANDING	SQUARE FOOTAGE
Sonia & Isaac Luski Gallery	N/A	\$2,800	\$5,300	\$5,500	100	300	6,000
Silverman Pavilion & Kearney Solarium	\$1,800	\$2,800	\$5,300	\$5,500	168	250	2,993
Kearney Solarium	\$1,200	N/A	N/A	N/A	90	125	1,893
Silverman Pavilion	\$1,200	N/A	N/A	N/A	80	125	1,100
Legacy Hall & Rodgers Sculpture Garden Terrace	\$1,800	\$2,800	\$5,300	\$5,500	80	175	2,886
Overcash Tier (4th Floor)	\$4,000	\$5,200	\$5,900	\$6,900	248	425	5,879
<i>Includes Kearney Solarium, Silverman Pavilion, Legacy Hall, Rodgers Sculpture Garden Terrace, Catering Facility Access, Sklut Classroom and Iverson Conference Room.</i>							
Rental of Full Event Facility	N/A	\$6,500	\$7,100	\$8,300	348	725	11,879
<i>Includes Luski Gallery, Kearney Solarium, Silverman Pavilion, Legacy Hall, Rodgers Sculpture Garden Terrace, Sklut Classroom, Iverson Conference Room and access to two Catering Facilities.</i>							

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No dancing, bands or DJs are allowed in the Luski Gallery. If furniture needs to be removed for an event, additional charges will apply. Mezzanine Bridge is included in rental of Luski Gallery for musicians or entertainment purposes only.

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Special rates and/or minimums may apply during holidays, major city-wide events and other select dates.

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Brittany Brathwaite

Special Events Manager, Social

704.973.4561 or bbrathwaite@fftc.org

ALCOHOLIC BEVERAGE INFORMATION

220 North Tryon at Foundation For The Carolinas holds all required ABC permits and is the exclusive supplier of alcoholic beverages for all events. Any alcoholic beverages served at 220 North Tryon at Foundation For The Carolinas must be purchased through the 220 North Tryon, LLC. All alcoholic beverages must be served by an Approved Caterer listed on the next page of these policies.

The total number of adult guests attending an event must be documented and provided to the Special Event Manager **no later than two weeks prior** to the event. The alcohol is charged based on all adults in attendance at the event and **due 48 hours prior to event date**.

220 North Tryon has a per-person fixed bar rate only with a minimum of two hours and **maximum** of four hours for the bar. We do not provide pricing by consumption or offer a cash bar. **The following rates are subject to change:**

House Brands

	Full Bar	Beer & Wine
First two hours	\$25	\$21
Third hour	\$5	\$5
Fourth hour	\$5	\$5
4-hour maximum total	\$35	\$31

Premium Brands

	Full Bar	Beer & Wine
First two hours	\$30	\$23
Third hour	\$5	\$5
Fourth hour	\$5	\$5
4-hour maximum total	\$40	\$33

House Brand Bar includes (subject to change): Tito's Handmade Vodka, Tanqueray Gin, Dewars Scotch, Jack Daniels Black Tennessee Whiskey, Bacardi Rum, Bud Light, Michelob Ultra, Yuengling, Mark West Pinot Noir, Estancia Cabernet Sauvignon, Estancia Chardonnay, and Zonin Prosecco.

Premium Brand Bar includes (subject to change): Grey Goose Vodka, Bombay Sapphire Gin, The Glenlivet Scotch, Makers Mark Bourbon, Mt. Gay Rum, Stella Artois, Olde Mecklenburg Brewery Copper, Sierra Nevada Pale Ale, J Black Pinot Noir, Joel Gott Cabernet Sauvignon, Kim Crawford Sauvignon Blanc, and Veuve Du Vernay Brut.

Don't see your favorite brand? Ask about our specialty brand list. Specialty brands are available as requested (additional fees may apply).

Prices listed do not include applicable sales tax.

No alcohol purchased under the Foundation For The Carolinas license may leave the premises.

It is unlawful for any person to sell, give, serve or permit to be served alcoholic beverages to a person less than 21 years of age or to permit a person less than 21 years of age to consume such beverages on the licensed premises.

It is unlawful to sell, give, or serve alcoholic beverages to any person who is intoxicated. 220 North Tryon and Foundation For The Carolinas reserve the right, in their sole discretion, to suspend alcoholic beverage sales at any time during the event, and to refuse to sell alcohol to any individual during the event.

Renter and any of its agents, representatives or employees agree to hold the Foundation harmless, and indemnify without liability, in the event of any complaint or legal action taken against the Foundation as a result of the service of alcohol at the event.

APPROVED CATERERS LIST*

Best Impressions Caterers

Micaela Flowers
704.333.9779 ext 126
micaela.flowers@bestimpressionscaterers.com
www.bestimpressionscaterers.com
@bestimpressionscaterers

Catering by Cordre

Melissa McDaniel Grisham
704.412.4048 ext 705
sales@cateringbycordre.com
www.cateringbycordre.com
@cordre_1

Eloquent Creations Catering

Vereda Elliott
704.200.6883
info@eloquentcreationscatering.com
www.eloquentcreationscatering.com
@eloquentcreations

La-tea-da's Catering & Events

Valerie Mena
704.338.6864
events@lateadas.com
www.lateadas.com
@lateadas

MTC Events

Trevonne Cuffee
984.500.3901
booking@mtceventslc.com
www.mtceventslc.com
@mtcevents18

Mert's Heart & Soul

James Bazzelle
704.342.4222
mertsheartandsoul@gmail.com
www.mertscharlotte.com
@mertscharlotte

Porcupine Provisions

Leslie Schlernitzauer
704.376.4010
ppqpine@porcupineprovisions.com
@porcupineprovisions

QC Catering

Ginny Northrup
980.224.7148
gnorthrup@qccatering.com
www.qccatering.com
@qc_catering

Reids Fine Foods

Nikki Morley
704.995.5123
nikki@reids.com
www.reids.com
@reidsfinefoods

Roots Catering

Olivia Elliot
980.277.2726
olivia@rootsfarmfood.com
www.roots-catering.com
@roots_catering

Sabor Latin Street Grill

Rosa Ortega
704.900.2952
rosa@raydalthospitality.com
www.raydalthospitality.com
@saborlatingrill

Something Classic

Kristina Dauksys
704.377.4202
kristina@somethingclassic.com
www.sometingclassic.com
@somethingclassiccharlotte

Xenia Hospitality

Maria Cajiao
980.301.3385
maria@xeniahospitality.com
www.xeniahospitality.com
@xeniacateringclt

Catering Information

Approved caterers represent firms that have been approved by 220 North Tryon to provide food and bar service within our facility. Any large scale special event or conference meeting is required to utilize a caterer on 220 North Tryon's Approved Caterer List.

Organizations using 220 North Tryon at Foundation For The Carolinas for conference room rentals may bring in their own food items or select a breakfast or lunch purveyor that can provide snacks, boxed lunches, or platters. Caterers who are not on the approved catering list may not use 220 North Tryon's fourth floor kitchen.

Foundation For The Carolinas expects that vendors and caterers treat its facility with the utmost care. All caterers and vendors must show proof of required permits, health inspection, licenses, bonds, and/or insurance coverage. **It is at the sole discretion of the Foundation if a caterer will be allowed to use our facility.**

**220 North Tryon does not guarantee the quality of the services provided by the above listed vendors and is not responsible for activities of vendors, employees or contractors.*