

SINCE



1904

RIVERSIDE
PLACE



Hannah Sophia Photography

Make Your Own History!

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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.

2020	Theatre Ceremony Seating	Cocktail Setting	Seating	Saturday Rates	Friday & Sunday Rates	Mon thru Thur Rates
The Falls Penthouse	350	300	256	\$2,600	\$2,300	\$2,000
The Ballroom	550	550	450	\$2,600	\$2,300	\$2,000
The Commandery	112 to 500 <i>with balcony</i>	150	112	\$1,850	\$1,600	\$1,500
The Auditorium	260 to 1150 <i>with balcony</i>	300	150	\$1,900	\$1,600	\$1,500

* Linen surcharge for "farm-style" seating
* 19% service charge and 8.9% sales tax

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
- Complimentary Parking
- 25% payment is required to reserve your date and event space

TO BOOK A TOUR OF RIVERSIDE PLACE PLEASE CONTACT:

Anna Senchenko - Venue Coordinator | (509) 747-1200 | events@riversideplace.com | Monday-Friday 10am-4pm

1110 West Riverside Avenue, Spokane, WA 99201

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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

The Fresh Plate | 509-964-5462 | freshplatemarket.com

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

Additional 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: \$175 Includes silver beverage buckets, tap box, black bar towels, linens, cocktail napkins, ice and disposable cups.

Bartenders: \$35/hour (minimum 4 hours) Number of bartenders required to serve will vary depending upon selection offered and guest count.

BEER

House Beer: \$6 per glass

Varies by event

SPIRITS

Well Cocktails: \$7 per glass

Premium Cocktails: \$9 per glass

Riverside Place stocks a full line of well and premium spirits

WINE

House Wine: \$6 per glass

Sycamore Lane California Wines

For different selections please inquire with our events coordinator

- Clients may bring in beer and wine with the following charges:
 - Keg Tap Fee: \$220 per Keg
 - Wine Corkage Fee: \$15 per 750ml bottle
- Specialty beer, wine and spirits available
- High quality disposable cups included - glassware available for an additional charge.
- All charges subject to sales tax and 9.5% service fee
- Bar selections can be customized. Please consult with our Venue Coordinator to discuss details.
- Last call will be made 30 minutes prior to the end of your scheduled event
- Riverside Place is a WA state licensed facility to sell and service beverages in the Event Facility - all alcohol must be purchased from Riverside Place

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Preferred Vendors

Photographers

Hannah Victoria Photography - hannahvictoriaphoto.com

Taylor White Photography - taylorwhitephotography.com

Jenn Alberts Photography - jennalberts.com

Tess Farnsworth Photography - tessfarnsworth.com

Hannah Sophia Photography - hannahsophiaphotographer.com

Audio Visual

Premiere Big Screens - 208-716-5889

Amp'd Entertainment - 509-868-9861

VIP Productions - 509-747-4804

DJ Rasmin - 509-879-4484

Complete DJ - 509-927-3535

Event Planners

Jaime Johnson Events - 509-838-3057 - jaimejevents.com

Red Letter Event Planning - 208-244-0601 - redlettereentplanning.com

Flowers and Décor

Special Touch Florist 509-467-2982
specialtouchfloristandgifts.com

Anthesisco 509-263-9903
anthesisco.com

Event Rents 509-535-4030
event-rents.com

Attire

Tuxedo Gallery
tuxedogallery.net

Believe Bride
believebride.com

Honest Ivory
honestivory.com

Hotel Accomodations

The Davenport 509-455-8888
thedavenporthotel.com

The Spokane Club 509-838-8511
spokaneclub.org

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