



WEDDING GUIDE

weddings@thebellhousesny.com





WEDDING GUIDE

Thanks for inquiring about hosting your wedding at The Bell House



ABOUT THE BELL HOUSE

Nestled squarely between Park Slope and Carroll Gardens, The Bell House is a state of the art 8,000 square foot facility with separate performance space and lounge. Crafted out of a 1920's printing factory and featuring an 88 foot long, 25 foot high magnificent wooden barrel vault ceiling, The Bell House has quickly become a major hub for arts and performance in Brownstone Brooklyn.

THE NEIGHBORHOOD

The Bell House is located in what has long been a quiet stronghold for artists and musicians. The Gowanus neighborhood, with its early twentieth century red brick warehouses, has been a haven for artists seeking space for creative endeavors. The Bell House is thrilled to be a part of 7th Street, a block made up of numerous artist work spaces, galleries and businesses including Gowanus Studio Space and the Pace Paper Studio. Three quick blocks from the F, R and G trains and within walking distance of Park Slope, Carroll Gardens, and Boerum Hill.



The Wedding

The Bell House believes that the neighborhood you live in, work in and play in reflects your life and personality. We believe that our unique space provides a one-of-a-kind backdrop to weddings that strive to be different. And we treat these events with the care and attention they deserve. Our affordable rates give couples flexibility and an opportunity to turn this special occasion into a truly unique, personal experience.





Spaces available for your wedding at The Bell House



FRONT LOUNGE

Located directly in the front of the building, the Front Lounge of The Bell House retains a warm and intimate character while still comfortably accommodating up to 150 people. This space features a gorgeous 26 foot oak bar serving handcrafted and local beers and a full wine and liquor selection. Groups large and small can lounge on vintage furniture and mingle in soft lighting showcased through large windows allowing sunlight in the day and starry views at night.

THE MAIN EVENT HALL

The Main Room at The Bell House boasts 25 foot wooden arched ceilings, a 450 square foot stage, and unobstructed views of the stage from any part of the room, making it an ideal space for weddings and celebrations of all kinds. This space easily accommodates 400 standing, 200-250 seated theater style, or 100-140 seated at round banquet tables. Guests can also enjoy birds-eye views from the raised platform of the beautiful 30' wooden bar along the West wall. This space can be combined with use of the Front Lounge to accommodate up to 550 guests for standing events.



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Rates

Rates below are for an 8.5 hour rental which includes 2.5 hours of set-up time, a 5 hour premium open bar including any beer, wine, or premium liquor we stock (no shots) with a champagne toast, and 1 hour of clean-up.

MONDAY-THURSDAY

(JANUARY, FEBRUARY, JULY, AUGUST)

8.5 hour rental can be any time.

Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$5,000
150 AND UNDER	\$5,500
151-200	\$6,250

SUNDAY

(JANUARY, FEBRUARY, JULY, AUGUST)

8.5 hour rental can be any time.

Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$6,000
150 AND UNDER	\$6,500
151-200	\$7,250

DAYTIME SATURDAY

(JANUARY, FEBRUARY, JULY, AUGUST)

8.5 hour rental can be any time between 10am and 6:30pm. Clean-up hour must begin by 5:30pm.

GUESTS	PRICE
100 OR LESS	\$8,000
150 AND UNDER	\$9,000
151-200	\$10,000

NIGHT FRIDAY/SATURDAY

(JANUARY, FEBRUARY, JULY, AUGUST)

8.5 hour rental can be any time between 2pm and 4am. Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$11,000
150 AND UNDER	\$12,000
151-200	\$13,000

Please note that rates do not include a 20% gratuity or 8.875% sales tax.



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Rates

MONDAY-THURSDAY

(MARCH-JUNE, SEPTEMBER-DECEMBER)

8.5 hour rental can be any time.

Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$6,000
150 AND UNDER	\$6,500
151-200	\$7,250

SUNDAY

(MARCH-JUNE, SEPTEMBER-DECEMBER)

8.5 hour rental can be any time.

Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$8,000
150 AND UNDER	\$9,500
151-200	\$10,000

DAYTIME SATURDAY

(MARCH-JUNE, SEPTEMBER-DECEMBER)

8.5 hour rental can be any time between 10am and 6:30pm. Clean-up hour must begin by 5:30pm.

GUESTS	PRICE
100 OR LESS	\$11,000
150 AND UNDER	\$12,000
151-200	\$13,000

NIGHT FRIDAY/SATURDAY

(MARCH-JUNE, SEPTEMBER-DECEMBER)

8.5 hour rental can be any time between 2pm and 4am. Clean-up hour must begin by 3am.

GUESTS	PRICE
100 OR LESS	\$15,000
150 AND UNDER	\$17,500
151-200	\$20,000

Please note that rates do not include a 20% gratuity or 8.875% sales tax.



Rates



RATE IS INCLUSIVE OF THE FOLLOWING

- 8.5 hour rental period with private use of entire building from load-in to load-out
- 5 hour Premium Open Bar with unlimited liquor, beer, wine and a champagne toast
- Bar staff
(1 Bartender per 50 people)
- Bar Back
- Manager
- Door person (for guest check-in)
- Sound/Lights/Tech Person
- Glassware from bar
(pint and champagne glasses as ordered from bar)

RATE DOES NOT INCLUDE

- Tables
- Chairs
- Linens
- Flowers & Decorations
- Catering or related services
(setup, planning, waiters, etc.)
- Drink servers/Bussers
(passing service, table cleanup)
- Cleanup
(We clean barware and take out trash. Cleanup of tables, chairs & decorations is the responsibility of the renter.)
- Glassware or ceramics needed for table settings or coffee service



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CAPACITY

PERFORMANCE SPACE: For seated receptions with round tables our capacity is 100–140 depending on the size of table. For seated events with theater style or other non-traditional seating our capacity is 200–250. For cocktail parties and standing events with room to dance our capacity is 300. Standing room only capacity is 450. Your caterer will know what size table would work best, given the space size and your guest list.

FRONT LOUNGE: The front lounge is situated in a way that is mainly suitable for cocktail parties and standing events, with a general capacity of 150.

PARKING

There is plenty of street parking on 7th Street and nearby streets on evenings and weekends.

DEPOSITS & CANCELLATION POLICY

We require a deposit of 25% to secure the space for your event. Deposits are payable by cash, check, or credit card. Balance of contract is due 30 days prior to the event date. Cash is preferred for the gratuity portion of the bill. If cancellation is given 60 or more days prior, a refund less \$500 will be issued. Cancellation must be given in writing. Date of receipt of written notice is date of cancellation.



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Recommendations

CATERING

CREATIVE FOODS CATERING

914-882-3986

CREATIVEFOODSCATERING.COM

PRESERVING HARVEST CATERING

347-239-0766

MARCIA@PRESERVING
HARVESTCATERING.COM

PURSLANE CATERING

718-701-8344

PURSLANE.COM

THE RAGING SKILLET

212-677-2204

718-230-0718

THERAGINGSKILLET.COM

FIG AND PIG CATERING

718-233-4287

FIGANDPIGCATERING.COM

RYAN BROWN CATERING

877-754-6341 EXT. 1

RYANBROWNCATERING.COM

EVENTFUL NYC

718-624-5777

EVENTFULLNYC.COM

DISH FOOD AND EVENTS

347-455-0077

DISHFOODNYC.COM

EVENT PLANNING

MODERN REBEL

HELLO@MODERNREBELCO.
COM

MODERNREBELCO.COM

DAVIS ROW

917-336-7686

HELLO@DAVISROW.COM
DAVISROW.COM

LINDSEY M. EVENTS

LINDSEY@LINDSEYMEVENTS.COM

LINDSEYMEVENTS.COM

TWO KINDRED EVENT PLANNERS

347-541-5061

TKEVENTSNYC.COM

WHITNEY EVENTS

917-740-1375

WHITNEYEVENTS.COM

CAMPBELL EVENTS

718-873-5976

CAMPBELLEVENTSBLOG.COM

EVENT DESIGNER

SPRIG AND SOCIAL

917-716-1504

SPRIGANDSOCIAL.COM WEDDING BANDS

THE ENGAGEMENTS

THEENGAGEMENTS.COM

SILVER ARROW BAND

INFO@SILVERARROWBAND.COM

SILVERARROWBAND.COM

STYLUS DJ ENTERTAINMENT

STYLUSDJNYC@GMAIL.COM

STYLUSDJENTERTAINMENT.COM

BEAT TRAIN

KEVIN@BEATTRANUDJS.COM

BEATTRAINPRODUCTIONS.COM

WEDDING OFFICIANTS

JESSE HENDRICH, M. DIV.

718-344-5398

JESSEHENDRICH.COM

BARBARA ANN MICHAELS

ARTFULLOVE.COM



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Recommendations

PHOTOGRAPHER VIDEOGRAPHER

RYAN MUIR

917-628-1432

RYANMUIR.COM

RYAN BRENIZER PHOTOGRAPHY

RYANBRENIZER.COM

TATIANA BRESLOW PHOTOGRAPHY

TATIANABRESLOW.COM

KELLY GUENTHER

347-683-1867

NYCWEDDINGPHOTO
GRAPHER.COM

WANDERMORE

347-687-0026

WANDERMOREPHOTOGRAPHY.COM

IAN DOUGLAS PHOTOGRAPHY

917-684-9890

IWDOUGLAS.COM

FLORAL

MIMOSA FLORAL

718-604-2973

INFO@MIMOSAFLOAL.COM

EDELWEISS FLORAL ATELIER

718.488.9888

EKA@EDELWEISSFLORIST.COM

SACHI ROSE

212-744-3071

SACHIROSE.COM

ZUZU'S PETALS

728-638-0918

ZUZUSPETALSBROOKLYN.COM

WEDDING CAKES

LADYBIRD BAKERY

718 499-8108

WEDDINGLADYBIRD@GMAIL.COM

LADYBIRDBAKERY.COM

TABLE & CHAIR RENTAL

ACE PARTY RENTALS

718-445-2600

ACEPARTYRENTAL.COM

PARTY RENTAL, LTD

888-774-4776

PARTYRENTALLTD.COM

CLASSIC PARTY RENTALS

212-752-7661

CLASSICPARTYRENTALS.COM

STAFFING SERVICES

JJ STAFFING AND EVENTS

917-795-5272

JJSTAFFINGEVENTS.COM

ULTRA EVENTS NYC

718-237-0945

ULTRAEVENTSNYC.COM

SUPERLATIVE STAFF EVENTS

646-549-3968

SUPERLATIVESTAFFEVENTS.COM.

FOOD TRUCKS

RED HOOK LOBSTER POUND

718-858-7650

REDHOOKLOBSTER.COM

BIG MOZZ

973-981-7770

BIGMOZZ.COM

DOMO TACO TRUCK

718- 797-0528

DOMOTACO.COM



Frequently Asked Questions

Do I need to hire an event planner or coordinator?

We provide the space rental, but not planning services. We recommend that you employ or assign someone to assist in the execution of the event. This is also something your caterer may be able to handle for you.

Are there any restrictions on what vendors I can use?

None at all. The previous pages of recommendations are simply our suggestions for vendors we have worked with before. You are welcome to bring in anyone you feel comfortable with.

Is there a kitchen?

No. We have a walk-in cooler and a catering staging and service area. We work with caterers who are aware of our space and who can plan accordingly.

When can I arrange for drop off of rented tables, chairs , or other items for my event?

Because of extremely limited storage space and because we may often have another event immediately following yours, we need to ensure that all items & rentals needed for the event arrive during the designated load-in hours on the day of the event and are also to be picked up during the designated load- out hours immediately following the event. Exceptions can occasionally be made depending on our programming schedule for events following yours. Please inquire about your specific date.

Will there be other events scheduled at the same time as my event?

No, our entire building will be closed to the public for your event. Though, if your event is a daytime event, we will most likely have evening programming and if you have an evening event we may have morning programming. That's why load in and load out times are strictly enforced.

Are unlimited non-alcoholic beverages included in the open bar? Yes, we have all standard sodas on tap.



Frequently Asked Questions

Do I need to provide insurance or permits?

No insurance is required. We have existing permits required for candles, Sterno fuel, and commonly encountered issues.

Are folding tables and chairs included in the rental price?

We do have about 125 black aluminum folding chairs and about 12 2'x4' rectangular plastic folding tables on hand. These are used for our events nightly so we can't guarantee the condition they will be in or the useable amount we will have on hand at any given time. You are welcome to use them if you would like, but we recommend that you rent your own to guarantee you will have the amount & consistency needed. We also have six 24" round high-top bar tables and matching bar stools for use on request.

Do you have champagne glasses or other specialty glassware?

We have pint glasses and champagne glasses as well as a limited amount of wine glasses. We have enough of these glasses to ensure that anyone ordering from the bar would have one, but not enough to use as place-settings at tables. We do not have ceramic cups and saucers for coffee.

Are you wheelchair accessible?

Yes, we are ADA compliant with ramps into the lounge from both lobby and outside entrance. Handicap bathrooms are available in both rooms.

What function does your manager serve?

Our manager is on duty to provide assistance and oversee the facility and staff, but not to coordinate the event.



Frequently Asked Questions

Are there any restrictions on decorations?

We generally don't allow anything to be affixed to the walls, but decorations and lamps suspended from the ceilings, candles, and table decorations are no problem. Décor plans should be pre-arranged through our Director of Events. Please contact us with special requests.

Who is responsible for cleaning the space?

We will take care of barware and taking out the trash. Cleanup of tables, chairs, and decorations is the responsibility of the renter.

Is there a sound system available?

Yes, there are separate sound systems in both the lounge and the performance space.

Can I bring my own music?

Yes, we can play whatever music you like. The easiest way to do it is by bringing in your own iPod. Remember though that each room has a separate sound system and each would require a different player.

Can I have a band or DJ play?

Of course. We host live music in our space almost seven nights a week & would love to work with you on having a performance at your event.

What types of audio/visual do you have?

We have full sound systems and video projectors and screens in both rooms, as well as DJ equipment and live band backline available.

Do I need to tip bartenders?

Should patrons tip bartenders? We charge gratuity on top of the fee and this is how the staff is paid. If your guests are inclined to tip, they may, but it is not necessary. We do not have a tip jar or anything that implies it is necessary.



Frequently Asked Questions

How are rental times calculated and how is the space used during the event?

The 8.5 hours included in the wedding package start from the time the building is unlocked for any deliveries or load-in. Most caterers need about 2 hours to set-up, so we suggest you use the first 2.5 hours of your rental time for load-in and catering set-up. After this your 5 hour event can start in one room while caterers put the finishing touches on another room. Your event can move freely between both rooms during the 5-hour open bar period, or you can choose to contain it to one room at a time. We suggest an hour to clean-up and load-out at the end. If you need additional time to load-in or out or would like to extend the event/open bar for another hour please contact us for a custom quote. The earliest time available for morning load-in is 8am and the curfew for evening load-out is 4am.

Can we stay and hang out in the front lounge after the rental period has ended?

Yes and we encourage you to do so. We will have the front lounge set to re-open to the public after your rental period is over, but your party is more than welcome to stay and continue to hang out in the front lounge. We can quote you for additional hours of open bar, or you could start a tab or have a cash bar.

Do you have photos of the space in use so I could get an idea of what other people have done with it and how it looks for a wedding/private event?

Yes, definitely. E-mail weddings@thebellhouseny.com for the latest event photos.

When can I come in to tour the space?

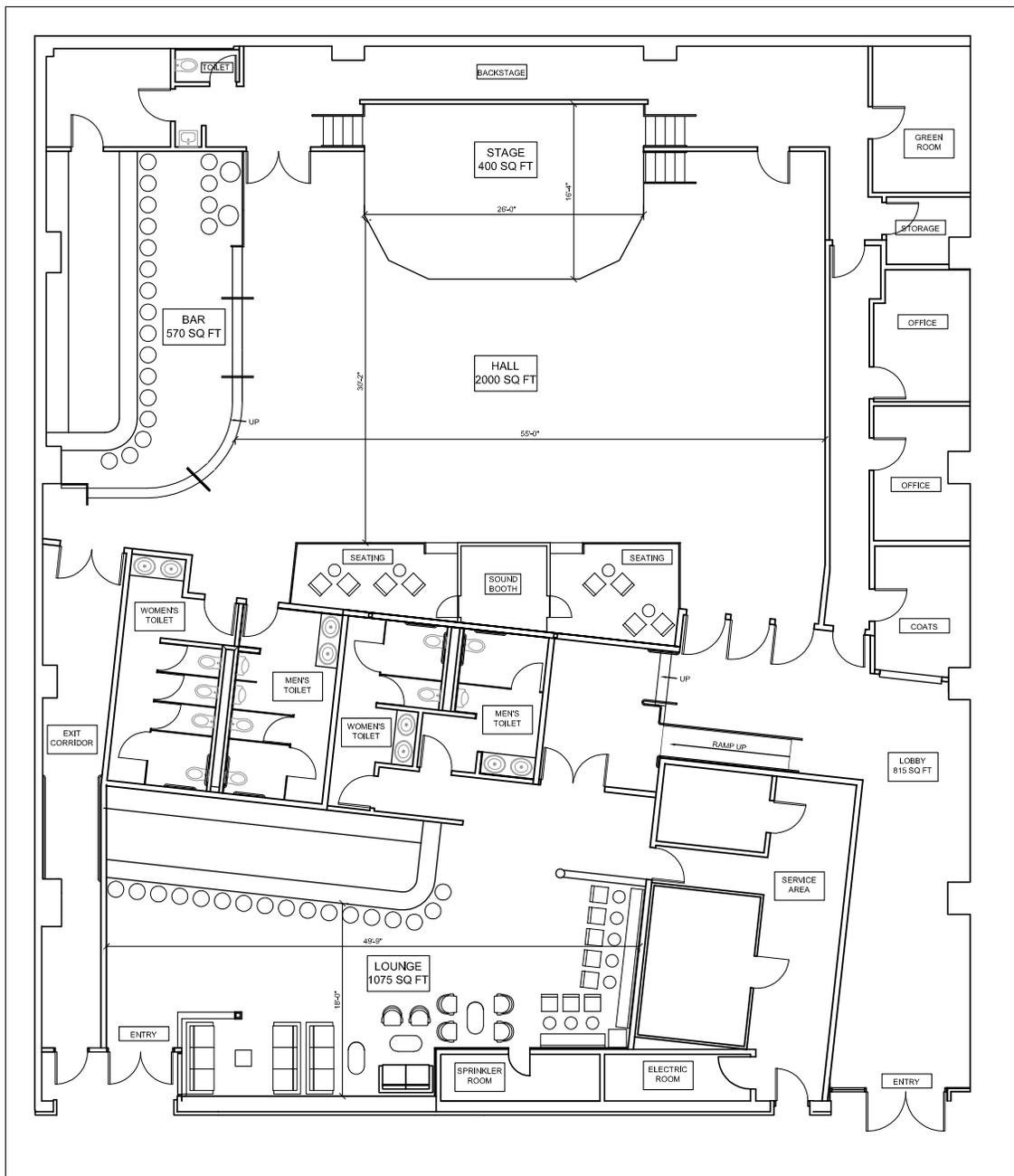
Walk throughs are available by appointment.



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The Floor Plan

Please use this as a general guideline for space available and layout of the building. A more detailed pdf listing exact width, length, and square footage of the space is also available on request.





Reviews

"Our wedding at the Bell House was perfect! It was the most incredible venue, the perfect mix of vintage glam and punk rock - we got so many compliments about how it was a very unique, unpretentious, offbeat but beautiful vibe. The sound system, something you don't necessarily think about when planning your wedding, is one of the best I've ever experienced, and guests were on their feet dancing all night. Naomi was great to work with, incredibly responsive and even dealt with an abundance of questions and my type A planning self for an entire year leading up to the wedding. A few tips - we had 150 guests and had to have some seating on the stage, but with the right long farm tables and lace runners, it fit nicely with the space and the seating on the stage didn't look too bizarre (a concern I had leading up to the event). Also, make sure to hire a day of coordinator to make sure everything runs smoothly. We used Kristy of "Milestone Events by Kristy" and now she's perfectly well versed and familiar with the space. She's also incredibly affordable, so I would highly recommend working with her. Between her and Naomi, we had the ultimate dream team making sure we were well taken care of on our wedding day - and to my absolute surprise and delight, everything went off without a hitch and the wedding was as gorgeous as it was fun! - Amy S.

"The Bell House and their staff are the best. We chose it because it's a pretty good value if you're looking for a full open bar for a fairly large group in Brooklyn or NYC. Throughout the whole process, Naomi was so easy to work with... she was always super responsive, no matter how silly or last minute the question. It was also so great having professional sound and light technicians. It's not something that you think of when planning, but it makes such a huge difference having good light and sound. For the day of, the vibe in the space was truly magical. The space is very "Brooklyn" but warm and classy enough that our moms loved it. We took full advantage of the stage and had bands play, which turned out amazing. We also loved having access to the back room, the front bar, and the outside tables - there was a fun little party going on wherever you went. We were so happy we went with the Bell House!" - Julie E

"The Bell House was the perfect venue!! From start to finish, Naomi was attentive and gracious. All of our questions were answered in a timely manner and she even brought up details I hadn't thought of. The fee is a bargain including the two open bars, bartenders, glassware, and venue lighting. All of the logistics were smooth and simple. Ashley, the manager onsite for the event, worked well with our Day of Coordinator. The overall atmosphere fit perfectly with our personalities and the food truck wedding we planned. Many guests commented on how The Bell House felt like "us." We were able to comfortably fit all guests in the front lounge prior to the ceremony, with the DJ's music pumped in from the Main Hall. Then after the ceremony, everyone flowed easily between the Front Lounge, Main Hall, and the food trucks serving food out front. So thrilled with the whole Bell House team! - Samantha F

"Beautiful venue, awesome sound, great staff! Pretty good deal, too. No food or kitchen, but they work with some excellent catering companies who know the space well." - LK S