



**BRASELTON** —  
**CIVIC CENTER**

**BRASELTON BALLROOM**

Weekday \$1,200 5 Hours  
Saturday or Sunday \$5,000 Full Day

**SEATING CAPACITY**

Theatre Presentation 1200  
Banquet 504  
Training Classroom 220

**CHAMPAGNE BALLROOM**

Weekday \$700 5 Hours  
Saturday or Sunday \$1,500 5 Hours

Theatre Presentation 492  
Banquet 240  
Training Classroom 100

**CHARDONNAY AND  
CHABLIS HALLS**

Weekday \$250 5 Hours  
Saturday or Sunday \$500 5 Hours

Theatre Presentation 202  
Banquet 80-96  
Training Classroom 68

**GARDEN TERRACE**

Weekday \$200 5 Hours  
Saturday or Sunday \$200 5 Hours

Banquet 54

**COMPLETE FACILITY**

Weekday \$1600 5 Hours  
Saturday or Sunday \$5,600 Full Day

**5 Hour blocks are CONSECUTIVE hours. Rental fee includes table and chairs.**

**There is a 10% discount on rental fee for certified 501(c)3 organizations.**

**Rental space is not guaranteed until contract is signed and deposit is received.**

**Please contact Sloane Meyer for more information  
smeyer@braselton.net  
(706)654-1944**



## **CATERING**

- **In-House Caterer:** The Braselton Civic Center offers an In-House Caterer fully equipped to take care of all your dining needs.
  - More information on In-House Caterer on page 4
- **Outside Caterer:** If you choose a caterer other than our In-House, arrangements should be made between our Catering Manager and the client's caterer of choice. There will be an **additional service fee**. All caterers must be **licensed** and **insured**. Outside caterers will have access to our prep station only.
- **Drag & Drop:** You can bring in prepared food items (i.e. restaurant caterer, grocery store deli tray, etc) for no additional fees. You will not have access to prep stations. Drag it out of your car, drop it on the table, and you're done!

## **ALCOHOL**

- Alcohol must be purchased through the Braselton Civic Center or In-House Caterer.
- Fees determined per event.
- Any event where alcohol is served must have a Braselton Police Officer or Deputy Sheriff on site. Additional fees apply.

## **ADDITIONAL GARDEN TERRACE OPTIONS**

- **Exclusive Access:** \$175 as an add-on to ballroom rental during time of event, based on availability.
- **Reception:** \$75 available for 1 hour (only) prior to event start time, based on availability.
- **Access to Portable 'Chill & Serve' equipment:** \$50 each (additional fees apply if serving alcohol)

## **EXTRAS**

- **Linen:** \$15 per table
- **Audio/Video:**
  - Braselton Ballroom
    - \$150 for up to 4 hours
    - \$300 for 4 to 8 hours
- **Trolley:** Discount on rental rates for trollies rented with an event at the Braselton Civic Center. Service reserved for day of event.



**Packages not available on  
Sundays**

**GRAND PACKAGE**

Weekday \$5,000

Saturday \$8,400

- Exclusive 10 hour rental of entire facility and an additional 5 hour rental (PM only) for decorating/rehearsal day before event.
- Includes Bridal Suite, Garden Terrace, and Lobby.
- Additional \$700 Flip Fee - convert space from audience to dinner seating.

**GOLD PACKAGE**

Weekday \$2,550

Saturday \$4,950

- Exclusive 10 hour rental of Champagne Ballroom and an additional 5 hour rental (PM only) for decorating/rehearsal day before event.
- Additional \$400 Flip Fee - convert space from audience to dinner seating.

**SILVER PACKAGE**

Weekday \$1,050

Saturday \$1,800

- Exclusive 10 hour rental of Chardonnay or Chablis Hall and an additional 5 hour rental (PM only) for decorating/rehearsal day before event.
- Additional \$150 Flip Fee - convert space from audience to dinner seating.

## CATERING CONTINUED



Leather & Lace Coffee & Company has been making mouths water and clients happy for over 20 years.

Leather & Lace can create any menu for any occasion and never want their clients to feel limited on options. Charcuterie Boards, Grazing Tables, Buffet Dinners, Plated Dinners, and Decadent Dessert Options can all be customized for your event. Leather & Lace believes eating is about more than just the food; it is an experience that brings people together in an incredibly special way. It is not just an experience; it is a celebration! Leather & Lace takes in all your detailed needs and desires, weigh in the reality of budget, and customize an experience just for you.

“We love our community, and we love good food,  
and we love bringing the two together!”

Leather & Lace Coffee & Company also specializes in barrel-aged coffee beans. They artisan roast all their coffees, barrel-aged and non-barrel aged. If you decide to go with Leather & Lace as your caterer, you will be served coffee brewed from their very own brand of freshly roasted coffee beans.

View Leather & Lace catering options as well as their amazing coffee selections on their website.

[leatherlacecoffeecompany.com](http://leatherlacecoffeecompany.com)

[llcoffeeco@gmail.com](mailto:llcoffeeco@gmail.com)

770-527-6241