



Rental Information



Welcome to Atlanta Contemporary Art Center one of the premier contemporary art organizations in the United States. Built in the 1920s, ACAC is a 30,000 square foot former industrial warehouse space that was converted into galleries, offices, and artist studios in the 1990s. ACAC offers a unique setting for indoor and outdoor corporate events, private parties, weddings, seminars, film shoots, and meetings.

ACAC is a non-profit, non-collecting institution dedicated to the creation, presentation, and advancement of contemporary art by emerging and established artists. ACAC creates a diverse cultural landscape for artists, arts professionals, and the art-interested public through its Exhibitions, Educational Programming, and Studio Artist Program.

We play a vital role in Atlanta's cultural landscape by presenting cutting-edge contemporary art reflective of the world around us, offering diverse educational programming for people of all ages, and supporting working artists and their creative process.



Thank you for your interest in Atlanta Contemporary Art Center!

We welcome you to take a tour of the center with our Events Coordinator, Romy Maloon. Appointments are necessary.

Whether you are having a unique and intimate dinner or a large and elaborate celebration, we are excited to host you and your event guests. Your rental includes our spacious outdoor pavilion, indoor gallery, lecture hall, lobby, resource room, and intimate outdoor artist studio courtyard.

Capacity

Outdoor Pavilion	600 standing 300 seated dinner 400 cocktail/ceremony
Lobby/Lecture Hall/Resource Room	400 standing 200 seated dinner 300 cocktail/ceremony
Lobby/Lecture Hall/Resource Room + Gallery between exhibitions	500 standing 400 seated dinner 500 cocktail/ceremony
Artist Studio Courtyard	300 standing 100 seated dinner 200 cocktail/ceremony

Indoor space usage includes access to our gallery exhibition open at the time of the event. No food, drink, or seating is allowed in the gallery during an exhibition.

Rental Rates

Monday–Thursday	Friday–Sunday	Holidays
\$2,000	\$2,500	\$2,500

There is a minimum base rental fee of \$5,000 for exclusive use of ACAC during hours in which the galleries are open to the public. Permission for exclusive use of the facility will be decided on a case-by-case basis.

Your Rental Fee is based on an 8-hour window of time. Additional access time will be billed at \$300 an hour, if available and arranged.

Your Rental Includes

- 9 six-foot tables, 4 highboy tables, 140 white iron/plastic folding chairs, 13 white side tables
- Free parking
- Built-in Bar (inside), Portable Wood Rolling Bar (outside)
- For weddings, a one and a half hour rehearsal is included and must be scheduled with Events Coordinator

Please note existing ACAC furniture (such as the Resource Room furniture and lecture hall chairs) is not included and will be removed.



Beverage Service

ACAC is proud to offer you and your guests a variety of hosted bar options.

- Standard Beer & Wine Hosted Bar
- Premium Beer & Wine Hosted Bar
- Call Brand Hosted Bar
- Premium Brand Hosted Bar
- Artisan Cocktails and more!

The Georgia State Liquor Commission regulates the sale and service of alcoholic beverages. As a licensee, ACAC is responsible for administration of these regulations. Therefore, ACAC must supply and serve ALL beverages. No alcoholic beverages may be brought onto or taken off the premises.

Catering

Please see our Preferred Caterers list. Certain areas of the facility have food and beverage restrictions due to the art on display.

Deposits and Payments

- An advanced deposit of 50% of the rental fee and signed contract will confirm your event
- A refundable damage deposit of \$500 is due with the return of the signed rental contract
- The balance of the rental fee and total beverage package is due 15 days prior to the event date
- The beverage package with minimum guest count confirmation must be agreed upon and solidified 30 days prior to event date
- A cleaning fee of \$175 will be added to all wedding rentals and any event over 75 guests.

Required Staff Time

- Events Coordinator is charged at a rate of \$35 per hour with an 8-hour minimum (\$280)
- Security officers are hired by ACAC at the rate of \$35 per hour per officer with a 5-hour minimum (\$175)

Additional Staff Time

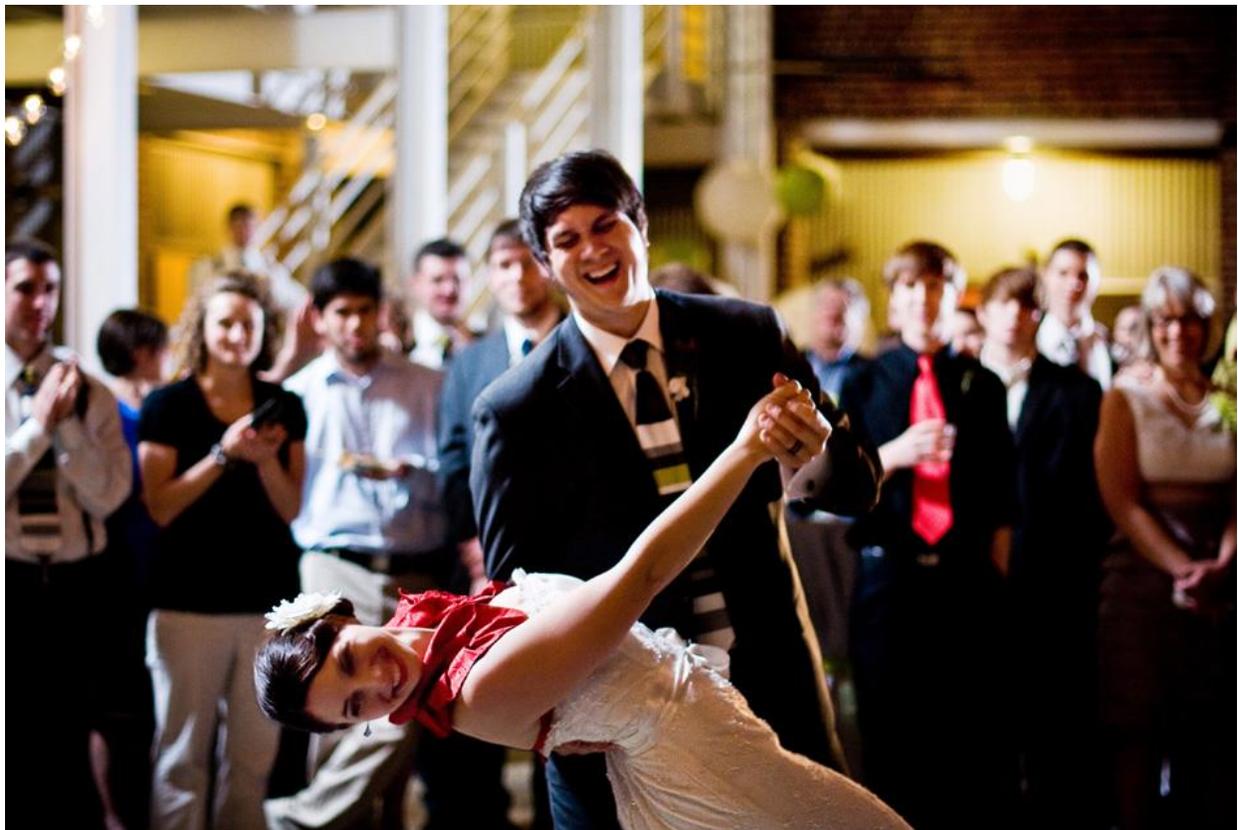
- Audio visual equipment can be made available for use in the Lecture Hall, but requires ACAC's A.V. technician to be hired for a rate of \$50 per hour with a 3-hour minimum
- Events scheduled on holidays will incur an increased staff time rate of \$60 per hour with an 8-hour minimum (\$420)
- Event Assistant(s) will be charged at the rate of \$15 per hour with an 8-hour minimum (\$120)
- The Events Coordinator will work with Renter to determine all venue staffing needs

To check on availability, tour the facility, and reserve a date, please contact:

Romy Maloon, Events Coordinator

404.688.1970 x212 rmaloon@thecontemporary.org





Pictures courtesy www.lorenrouthierphotography.com (pg1, pg2, pg6 top L&R) and www.altmixphotography.com (pg6 bottom)