

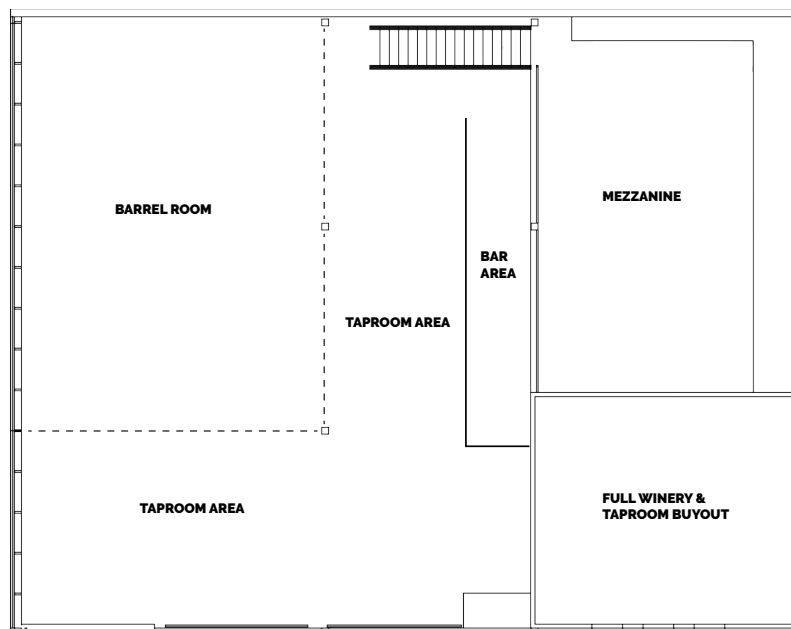
EVENTS AT COOPERS HALL

**BUSINESS MEETINGS • LUNCHEONS • CORPORATE DINNERS • HAPPY HOURS • SALES TRAININGS
DAYTIME MEETINGS • CELEBRATIONS • WEDDING EVENTS**



Bright Night Event Design
Classic Vintage Rentals
Phil Chester Photography

Let our dedicated events and hospitality team take your event to the next level! Coopers Hall is available for every gathering and celebration: from team building brunches, launch parties and afternoon strategy sessions to weddings, anniversary parties and corporate dinners. Our flagship location, a modern-industrial Event Space, Taproom and Urban Winery, is located in Portland's Central Eastside. We offer a unique food and beverage program; our Culinary Team curates menus that are thoughtful and delicious, reflective of our seasonal Pacific Northwest bounty. Our full-service bar is distinguished by 36 wines on tap, both from our own winery and other regional producers. Experienced event staff will provide comprehensive coordination and ensure your event is executed with care and great attention to detail.



WINERY & TAPROOM BUYOUT

Coopers Hall resides in a quonset hut structure built in the mid 20th century: the spacious building has two-story high ceilings and brilliant natural light that supports an abundance of plant life and creates a dreamy setting for making and photographing memories. An extraordinary space to entertain 180 seated or 225 standing.



Wildpine Photography

FULL WINERY BUYOUT 180 Seated/225 Standing	F&B Min January - March	F&B Min April - December
SUNDAY - THURSDAY	\$4000	\$6000
FRIDAY	\$6000	\$9000
SATURDAY	\$7000	\$11000

Total event charge will include food and beverage costs/minimums, labor fees and 22% gratuity.

Final food and beverage charge will be actual cost or the above stated minimum, whichever is greater

Saturday minimums are applied to all major holidays and Sunday/Mondays prior to major holidays

RENTAL INFO & POLICIES

FOOD & BEVERAGE

The Coopers Hall Culinary Team creates seasonal farm-to-table menus sourced from local farmers and producers. Menu pricing is based on current market value and is subject to change. We offer up to 12 Coopers Hall wines on tap plus a full bar. Beverage charges are estimated and the final charge is based on actual consumption.

RENTAL TIME

Events are limited to 6 hours of event time and 5 hours of alcohol consumption. Set up timing is determined as needed.

LABOR

Labor is charged hourly per staff person, including setup and breakdown time for the event. A 22% gratuity will be added to food and beverage totals or minimums, whichever is greater.

EVENT LAYOUTS & DECOR

Coopers Hall can be set up for family-style dining, theatre or classroom seating, with optional lounges using rented soft seating. Rental includes the use of all existing tables and chairs for 120 guests and tableware for 200 guests. We have a strict no helium balloon, confetti, fake snow and glitter policy. If any of these items are used, Coopers Hall will charge a cleaning fee.

A/V

Coopers Hall in-house A/V rentals include 2 wired microphones, 2 speakers, 1 sound mixing board, 1 Epson projector, 1 (8'x10') screen and 1 (55") Smart TV. Music may be streamed from our in-house sound system or by plugging in a personal device. We can facilitate additional A/V rental equipment from outside vendors as needed.

PARKING

Full buyouts and daytime events at Coopers Hall have four designated parking spots for guests. Street parking is available for all other events and guests. We're located less than 1 mile away from the Convention Center with bus and streetcar stops just 2 blocks away on MLK Blvd. We have a loading zone for valet or shuttle services and there are a few nearby public paid parking lots.

DEPOSITS & FINAL DETAILS

An initial deposit is due on booking to secure the event date. The second deposit is 75% of the estimated remaining total and is due 10 days prior to your event, along with final menu selections. Final guest counts are due 10 days prior to weddings; for all other events we ask for an estimated guest count 10 days prior and a final guest count 5 days prior to the date.

CANCELLATION POLICY

Initial deposits are non-refundable and are deemed transferable by the venue only. If the event is canceled within 10 business days of the event or guests count is modified after the final count is due, Coopers Hall will retain 100% of the deposit and estimated payments.

WEDDINGS AT COOPERS HALL

On-site ceremonies are subject to a \$500 fee. We can accommodate a classic seated ceremony for up to 120 guests. Ceremonies exceeding 120 guests may be possible at the discretion of Coopers Hall, dependent on the floor plan and style of the wedding. For all weddings booked at Coopers Hall, a professional day-of coordinator is required. We offer basic in-house coordinator services at an additional fee. Wedding couples are invited to a food and wine tasting for 2 people 4-6 weeks prior to the wedding. A final details meeting is required with the Coopers Hall event lead(s), day-of coordinator(s) and the couple 1-2 weeks prior to the wedding day. A walk through rehearsal 1-2 days before the wedding date may be scheduled within 30 days of the date, depending on our events schedule. We love weddings and take great pride in making your day the absolute best!

For additional information + availability:

**www.coopershall.com/events
events@coopershall.com
(503) 719-7000**



WINERY AND TAPROOM