



BEACON HILL BOOKS & CAFE

Private Events
2025

www.bhbooks.com

PRIVATE EVENTS AT BEACON HILL BOOKS

A place of discovery, a celebration of design, a love letter to Boston.

Beacon Hill Books & Cafe is Boston's hangout around the corner, where a lovingly-curated selection of reads meets a warm atmosphere, pop-ups and literary events, and a full-range menu of locally sourced fare. This shop is our love letter to Boston.

A spot to gather, discover, learn, and most of all, have fun. A spot for afternoon tea with friends, or where a solo adventurer can relax with a book and a bite.

It takes a village to open a bookstore, and a community to make it thrive.

Beacon Hill Books & Cafe offers several elegant spaces for private events and festive celebrations. From private dining nestled among the shelves on our fiction floor to a cocktail party under the twinkling lights in the courtyard, Beacon Hill Books & Cafe offers the rare opportunity to create a special experience for any occasion.

Let us spark your imagination!





THE BOOKSTORE

Make your dreams come true with Beacon Hill Books & Cafe all to yourself! The bookstore is located in a historic 1830s townhouse in the heart of Beacon Hill, Boston, with a cozy garden-level cafe and courtyard and three additional floors of books.

We offer two levels of private events: full-bookstore rentals, or rentals of the garden-level cafe and courtyard.

Private events require a minimum of 12 guests and can accommodate up to 24 seated guests.

For groups of 25-40, we offer a private “Sip & Savory,” with passed and stationed hors d’oeuvres, drinks, and dessert.



LIBRARY TABLE DINNER

Our Library Table Dinner is our signature event offering for up to 22 seated guests, with an early closure of the bookstore and cafe and private access to the entire building.

The evening begins with a welcome reception in the cafe and courtyard with three passed hors d'oeuvres; a three-course plated supper from executive chef Colleen Suhanosky, served at the long library table on our elegant third floor; and coffee and tea with dessert.

The decor package includes custom table settings curated by Beacon Hill Books & Cafe owner Melissa Fetter; fresh floral arrangements by our in-house floral designer Serena Hanlin; hand-calligraphed place cards, and votive candles. A bookseller will be on hand to assist with book recommendations, if desired.

Minimum of 12 guests; max 22 guests.

Pricing from \$10,000 Mondays-Thursdays.

Pricing from \$14,000 on Fridays, Saturdays, and Sundays.



PRIVATE AFTERNOON TEA

Our Private Afternoon Tea is offered on Sunday evenings from 5:00 - 8:00 pm only for up to 24 seated guests, and includes a full-store rental.

Enjoy a welcome reception in the cafe and courtyard with passed drinks and hors d'oeuvres, followed by our signature tea served in our cafe (up to 24 guests) or our third floor (up to 22 guests) with finger sandwiches, homemade scones with clotted cream and jam, petits fours, and cookies. Guests will have full private access to the bookstore during this time.

The decor package includes custom table settings curated by Beacon Hill Books & Cafe owner Melissa Fetter; fresh floral arrangements by our in-house floral designer Serena Hanlin; hand-calligraphed place cards; and votive candles. A bookseller will be on hand to assist with book recommendations, if desired.

Minimum of 12 guests; max 24 guests.

Pricing from \$8,500, Sundays only.



PRIVATE SIP & SAVORY

Our Private Sip & Savory is a full-bookstore rental with passed drinks and hors d'oeuvres for groups of 25 to 40, held from 7-10 pm.

Guests will have full private access to the bookstore while they enjoy passed drinks and hors d'oeuvres from executive chef Colleen Suhanosky. Please note: this is a standing-only reception and there is no seating available. The decor package includes fresh floral arrangements by our in-house floral designer Serena Hanlin and votive candles. A bookseller will be on hand to assist with book recommendations, if desired.

Minimum of 25 guests; max 40 guests.

Pricing from \$8,500 Mondays-Thursdays.





PRIVATE CAFE DINNERS

Our cozy garden-level cafe and courtyard are available to rent for private dinners for up to 24 guests with your own separate entrance, while the bookstore upstairs remains open to visitors.

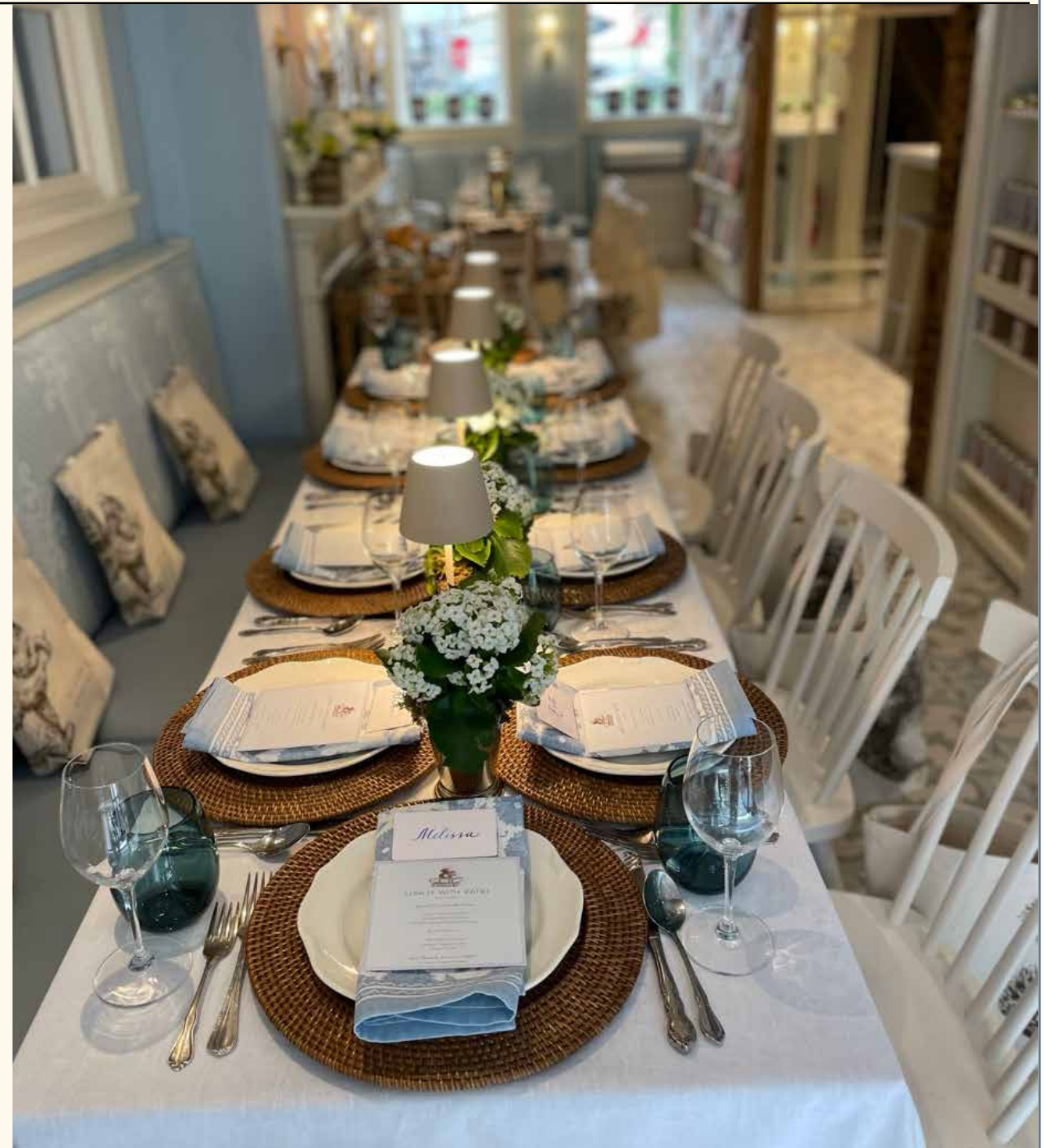
Enjoy a welcome reception in the courtyard (weather-permitting) with passed drinks and hors d'oeuvres, followed by a three-course plated supper by chef Colleen Suhanosky.

The decor package includes fresh floral arrangements by our in-house floral designer Serena Hanlin; custom table settings curated by Beacon Hill Books & Cafe owner Melissa Fetter; hand-calligraphed place cards; and votive candles. A bookseller will be on hand to assist with book recommendations, if desired.

Minimum of 12 guests; max 24 guests.

Pricing from \$7,500 on weekdays (Monday-Thursday)

Pricing from \$10,750 on weekends (Friday-Sunday.)



PRIVATE CAFE LUNCHEONS

Our cozy garden-level cafe and courtyard are available to rent for private luncheons for up to 24 guests with your own separate entrance, while the bookstore upstairs remains open to visitors.

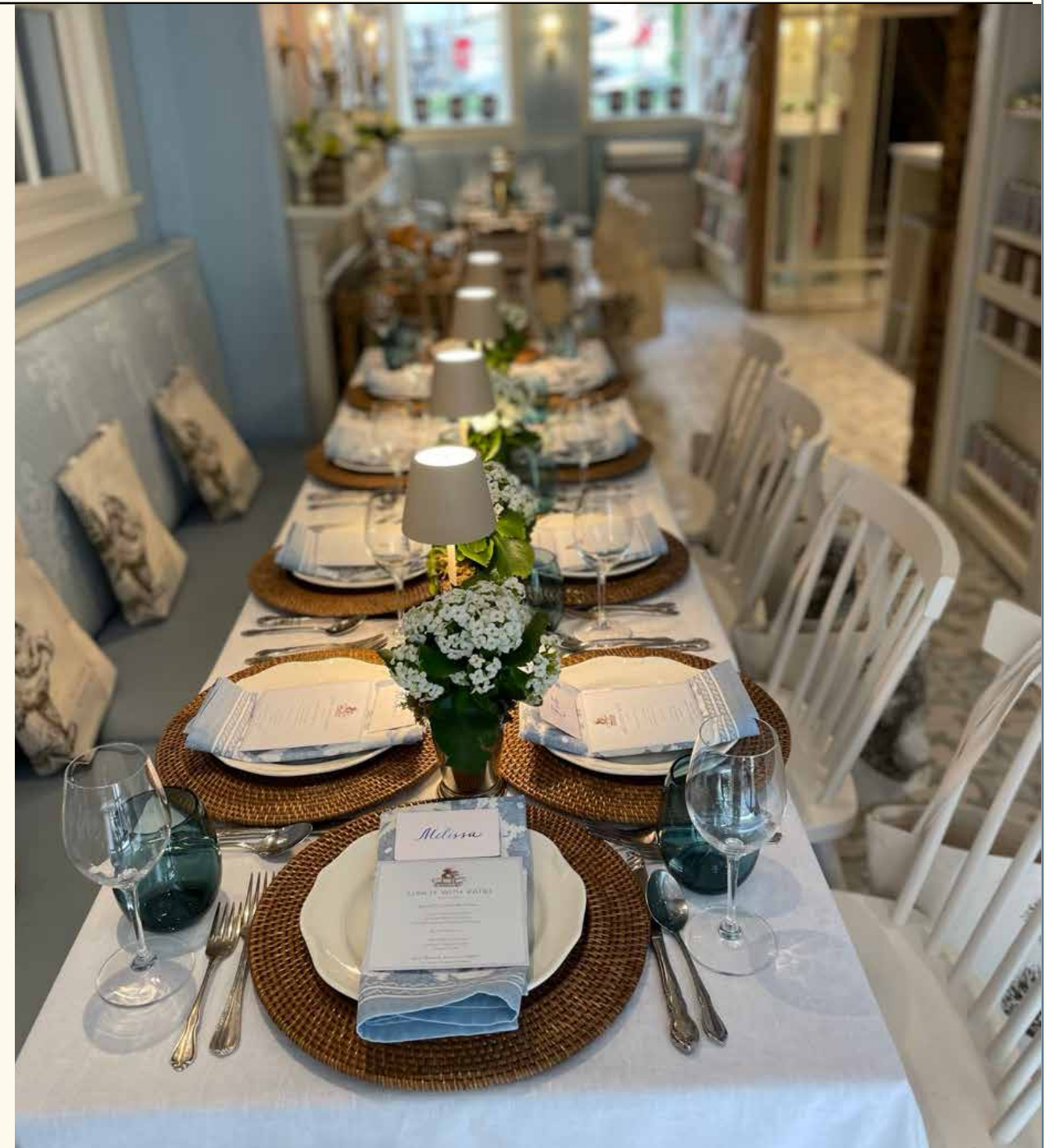
Enjoy passed drinks in the courtyard (weather-permitting), followed by a three-course plated luncheon by executive chef Colleen Suhanosky.

The decor package includes custom table settings curated by Beacon Hill Books & Cafe owner Melissa Fetter, fresh floral arrangements by our in-house floral designer Serena Hanlin, and hand-calligraphed place cards. A bookseller will be on hand to assist with book recommendations, if desired.

Minimum of 12 guests; max 24 guests.

Pricing from \$7,500 on weekdays (Monday-Thursday)

Pricing from \$10,750 on weekends (Friday-Sunday.)



PRIVATE EVENTS AT BEACON HILL BOOKS



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PRIVATE EVENTS AT BEACON HILL BOOKS

SAMPLE PRICING - DINNERS



SAMPLE PRICING FOR LIBRARY TABLE DINNER 71 CHARLES STREET, BEACON HILL

Category	Description	Cost (\$)
Catering	Welcome reception with three passed hors d'oeuvres; three-course plated dinner; coffee and tea. (Minimum of 12 guests at \$90 per guest, wine not included.)	1,080.00
Wine	See options on wine list	Billed post-event based on client selections
Rental Fee	Early closure and private use of bookstore and cafe, with welcome reception in courtyard or on second floor; seated dinner on third floor for up to 20 guests; and opportunity for private shopping.	Monday-Thursday*: 6,000.00 Friday-Sunday**: 10,000.00
Decor & Coordination Fee	Event coordination services and custom décor package including fresh florals, votive candles, hand-calligraphed place cards, and custom printed menus. Personalized bookmarks available on request.	1,500.00
Subtotal Taxable		8,580.00* 12,580.00**
Tax	MA 6.25% + local 0.75%	Billed post-event based on client selections
Labor	Servers, Chef, Kitchen Staff, Manager, Sommelier	950.00
Gratuity	20% of food + wine	Billed post-event based on client selections
Subtotal Non-Taxable		Billed post-event based on client selections
Estimated Grand Total* (Mon.-Thurs.)	Not including wine, tax, gratuity	\$9,530.00*
Estimated Grand Total** (Fri.-Sun.)		\$13,530.00**



SAMPLE PRICING FOR PRIVATE CAFE DINNER 71 CHARLES STREET, BEACON HILL

Category	Description	Cost (\$)
Catering	Welcome reception with three passed hors d'oeuvres; three-course seated meal; coffee and tea (Minimum of 12 guests at \$90 per guest, wine not included)	1,080.00
Wine	See options on wine list	Billed post-event based on client selections
Rental Fee	Early closure and private use of entire cafe & courtyard, for three hours, with welcome reception in courtyard (weather-permitting) and seated dinner in cafe for up to 24 guests.	Monday-Thursday*: 3,000.00 Friday - Sunday**: 6,000.00
Design & Coordination Fee	Event coordination services and custom décor package including fresh florals, votive candles, hand-calligraphed place cards, and custom printed menus. Personalized bookmarks available by request.	1,500.00
Subtotal Taxable		\$5,580* \$8,580**
Tax	MA 6.25% + local 0.75%	Billed post-event based on client selections
Labor	Servers, Chef, Kitchen Staff, Manager, Sommelier	950.00
Gratuity	20% of food + wine	Billed post-event based on client selections
Subtotal Non-Taxable		950.00
Estimated Grand Total	Not including wine, tax, gratuity	Weekdays: \$6,530.00 Weekends: \$9,530.20

PRIVATE EVENTS AT BEACON HILL BOOKS

SAMPLE PRICING - LUNCHEONS AND AFTERNOON TEA



SAMPLE PRICING FOR CAFE LUNCHEON 71 CHARLES STREET, BEACON HILL

Category	Description	Cost (\$)
Food	Plated 3 course luncheon, coffee and tea, includes dessert. (20 guests at \$75 per guest)	1,500.00
Wine	See options on attached list	Billed post-event based on client selections
Rental Fee	Private use of entire cafe and courtyard garden; seated luncheon in cafe.	3,000
Design & Coordination Fee	Event coordination services and custom décor package, including fresh florals, hand-calligraphed place cards, and custom printed menus.	1,500
Subtotal Taxable		6,000
Meals Tax	MA 6.25% + local 0.75%	Billed post event
Labor	Chef, kitchen staff, manager, servers	950.00
Gratuity	20% of food + wine	Billed post-event
Subtotal Non-Taxable		950.00
Estimated Grand Total	Not including wine, tax, or gratuity	\$6,950



SAMPLE PRICING FOR PRIVATE AFTERNOON TEA 5:30 PM - 8:30 PM ON SUNDAYS 71 CHARLES STREET, BEACON HILL

Category	Description	Cost (\$)
Catering	Traditional afternoon tea includes fresh scones with clotted cream and jam, handmade tea sandwiches, pastries, potted tea and a flute of champagne. (12 guests at \$90 per guest)	1,080.00
Wine	See options on attached list	Billed post-event based on client selections*
Rental Fee	Private use of bookstore and cafe, with welcome reception in courtyard or second floor, seated tea on third floor, and private shopping hour opportunity.	5,000.00
Design & Coordination Fee	Custom décor package including fresh florals, votive candles, hand-calligraphed place cards, custom printed menus.	1,500.00
Subtotal Taxable		7,580.00
Tax	MA 6.25% + local 0.75%	530.60*
Labor	Servers, Chef, Kitchen Staff, Manager, Sommelier	960.00
Gratuity	20% of food + wine	256.00*
Subtotal Non-Taxable		1,136.00
Estimated Grand Total	Not including wine*	\$9,276.60



SAMPLE PRICING FOR PRIVATE SIP & SAVORY
71 CHARLES STREET, BEACON HILL

Category	Description	Cost (\$)
Catering	Four passed and/or stationed savory hors d'oeuvres; two dessert selections with coffee and tea. (Minimum of 25 guests at \$80 per guest, wine not included. Maximum capacity 40 guests.)	2,000.00
Wine	See attached list	Billed post-event based on client selections
Rental Fee	Early closure and private use of bookstore, cafe and courtyard; personal shopping/ recommendations available.	Monday - Thursday* 5,000.00 Friday - Sunday** 9,000.00
Design & Coordination Fee	Custom décor package includes fresh florals, votive candles, and custom bookmarks.	1,500.00
Total Taxable		7,100.00
Meals Tax	MA 6.25% + local 0.75%	Billed post-event
Labor	Servers, Chef, Kitchen Staff, Manager, Bookseller, Sommelier	950.00
Gratuity	20% of food and wine	Billed post-event
Total Non-Taxable	Not including gratuity	\$ 950.00
Grand Total	Not including wine, tax, or gratuity	\$8,050.00