

# VENUE RENTAL INFORMATION

325 Blue River Parkway  
Silverthorne, Colorado 80497

[info@summitassembly.co](mailto:info@summitassembly.co)



Thank you for your interest in Summit Assembly! We are so excited to share what we have to offer you. Our mission is to ensure you have an amazing experience with our expert team and beautiful venue. Whether it's a wedding celebration or a corporate dinner, we promise to provide excellent service and comprehensive guidance throughout the planning process.



# A Modern Mountain Venue



Summit Assembly offers a modern, contemporary setting in a lively area—right in downtown Silverthorne! Our versatile, open space allows you to build your ideal event design from start to finish. With both indoor and outdoor options, gorgeous glass garage doors, market lights throughout, and various amenities, we provide the perfect setting for unforgettable events! Our 6,000 square feet of raw space provides the ultimate blank canvas with high ceilings and room to grow!

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# VENUE DETAILS



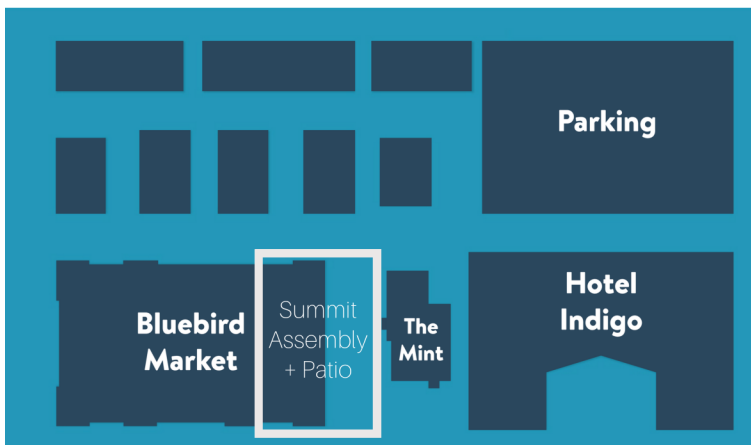
**CAPACITY**  
519 COCKTAIL  
350 SEATED

**MAIN FLOOR**  
5,026 SF



**SECOND FLOOR**  
537 SF

**OUTDOOR  
PATIO**  
2,000 SF



**DOWNTOWN  
LOCATION**

# VENUE INCLUSIONS



## 10 HOUR RENTAL TIME

*Your rental includes 10 total hours.*

- *Alcohol may be served for a maximum of 6 hours. The remainder of the time block is used for set up and clean up.*
- *Events must end by 11:00 pm with cleanup finished by 12:00 am.*
- *Additional hours are \$500 / hour.*

## FREE PARKING

*Free parking is provided for all vendors and guests in our neighboring parking garage. There is plenty of parking for everyone!*

## EXCLUSIVE USE OF THE PROPERTY

*Enjoy private use of our entire indoor space and outdoor patio with our beautiful glass garage doors and market lights!*

## OTHER DETAILS

*Our venue is a raw space, so you can bring in any tables, chairs, lounges, décor, and other set ups you'd like!*

*Our bar packages provide you exceptional service with a focus on hyper-local liquors to enhance your guest experience!*

*All events are charged a refundable damage deposit fee and a \$250 cleaning fee.*



# WHY CHOOSE US?



## WE MATCH ANY STYLE

Summit Assembly is a blank space, which gives you the opportunity to fully customize your event. From sleek and modern, to rustic glam, and anything in between, your event design will look amazing here!

## PERFECT LOCATION

Summit Assembly is close to numerous restaurants, bars, hotels, and a parking garage. We're located in downtown Silverthorne, only a few miles from the highway so your guests can easily find the location. Walking & biking paths are also close by for those who want to enjoy the scenery.

## LARGE CAPACITY

With the space to fit up to 519 people indoors and even more outdoors, Summit Assembly can host your large wedding, corporate party, or fundraiser. The space is versatile allowing even smaller events to fit perfectly in our space. We can customize your event layout to make sure the space feels both comfortable and functional.

## ADA ACCESSIBLE

We know how important it is for all of your guests to feel not only comfortable, but 100% included. We are proud to be fully ADA accessible. The upper mezzanine can be accessed through an elevator and we have ramps that lead in & out of the building. Each restroom has a handicap accessible stall, and the patio and surrounding areas are paved, making it easy for motor chairs to get around.

## INDOOR & OUTDOOR SPACES

We provide a beautiful & expansive outdoor patio including market lights and stunning glass garage doors. In the winter, enjoy the beautiful outdoors while staying cozy inside! If there is inclement weather, don't worry! The indoor space is large and expansive, so we can easily move your outdoor activities inside with room to spare.

## OPEN VENDOR POLICY

Our space provides the perfect backdrop for a multitude of vendors to showcase their talents! We love meeting new vendors and welcome your partners in our space.

# ON-SITE LODGING



## THE INDIGO HOTEL

Looking for on-site lodging? We have you covered! We are delighted to partner with The Indigo Hotel, located next door to Summit Assembly! The Indigo hotel is a 1 minute walk from our venue.

This modern yet rustic hotel is the perfect place for your out of town guests to stay at and for you to get ready at. Choose from a variety of upgraded rooms, and enjoy their firepit and outdoor patio under the beautiful market lights.

Be sure to mention your event is at Summit Assembly when inquiring!

For more information, please contact:

Director of Sales for Hotel Indigo

970-393-1029 | [salesdensv@nightcapmanagement.com](mailto:salesdensv@nightcapmanagement.com)



# PRICING GUIDE

## PEAK SEASON

MAY - OCTOBER

*SUMMIT ASSEMBLY +  
OUTDOOR PATIO*

FRIDAY - SUNDAY

\$4,000

MON - THURSDAY

\$3,000

## OFF PEAK SEASON

NOVEMBER - APRIL

*SUMMIT ASSEMBLY ONLY*

FRIDAY - SUNDAY

\$2,500

MON - THURSDAY

\$1,500



# BAR PACKAGES

Our bar packages include everything you need for an amazing guest experience! With our hyper-local focus, you can wow your attendees with all Summit County has to offer!

## Hosted Bar

BEER & WINE ONLY

\$25 pp for 4 hours

\$10 pp for additional hours

BEER & WINE + 1 SPECIALTY COCKTAIL

\$30 pp for 4 hours

\$12 pp for additional hours

FULL BAR

\$45 pp for 4 hours

\$15 pp for additional hours

## Cash Bar

Beer \$7

Wine- \$9

Cocktails- \$10-\$12

## Policies

A minimum \$2,500 spend is required.

A \$1,000 deposit is taken for hosted bars.

A final guest count is due 10 days prior to your event. Final payment is due at this time.

A valid credit card is required to be on file for cash bars shall the minimum spend not be reached.

## What's Included

Custom wood bar fronts

Bartenders (one per 50-75 guests)

Bar supplies

Compostable plastic cups

Mixers and garnishes (full bars only)

## Upgrades Available

Upgrade to glassware

Add on a champagne toast

Add a signature cocktail

## Brands

Local Beer by Angry James Brewery in Silverthorne, CO

Angry James IPA

Angry James Pilsner

+ Seasonal Options

All spirits are small-batch, locally distilled:

Breckenridge Distillery Bourbon Whisky

Breckenridge Distillery Spiced Rum

Breckenridge Distillery Gin

Breckenridge Distillery Vodka

Steamboat Ski Town Vodka

LALO Tequila



# VENUE POLICIES



## VENDORS

All vendors on-site must be professional companies, licensed and insured. A COI must be provided by all vendors on-site.

Vendors are **not** allowed to partake in alcoholic beverages at any point.

## SITE VISITS

All site visits must be scheduled in advance. Although we are located next to Bluebird Market, the event space is locked unless an appointment is scheduled.

## WALK THROUGH

A walk through will be completed 30-60 days prior to your event to finalize event details. Your caterer and planner are required to attend.

## LOGISTICS

Your Event Manager will create a custom floor plan for you based on your unique event needs.

Our market lights are included for all events and provide a intimate feeling in our large space!

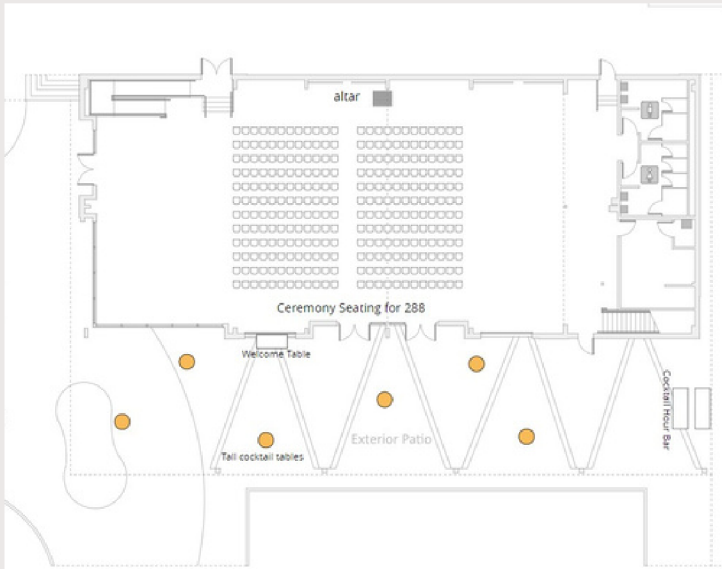
Tables, chairs, tents, place settings, and other items are rented through an outside rental company of your choosing. We are happy to offer suggestions and assistance with this!

Our patio space can be tented with prior approval from your Event Manager. Measurements and layouts can be provided for your use.

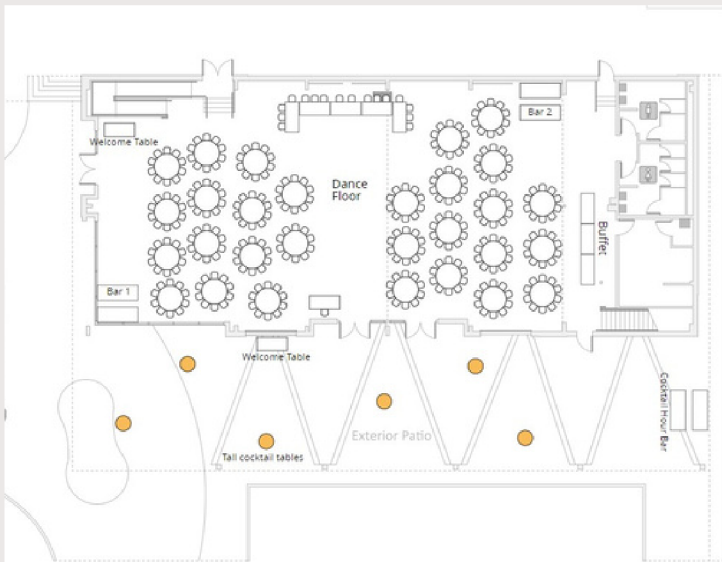
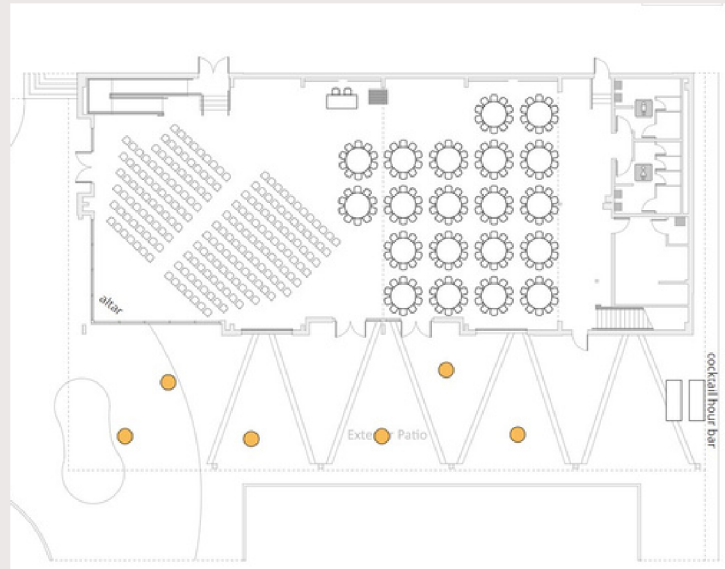
Caterers can create their own prep space in between our patio and the alley.

# SAMPLE FLOOR PLANS: WEDDINGS

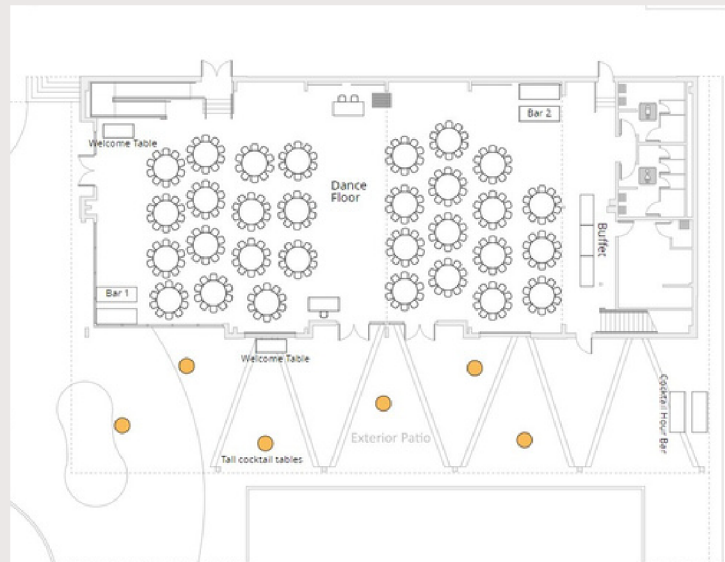
*Ceremony Example 1: 200+*



*Ceremony Example 2: 200  
Reception Tables staged to the side*



*Head Table & Guests: 306*

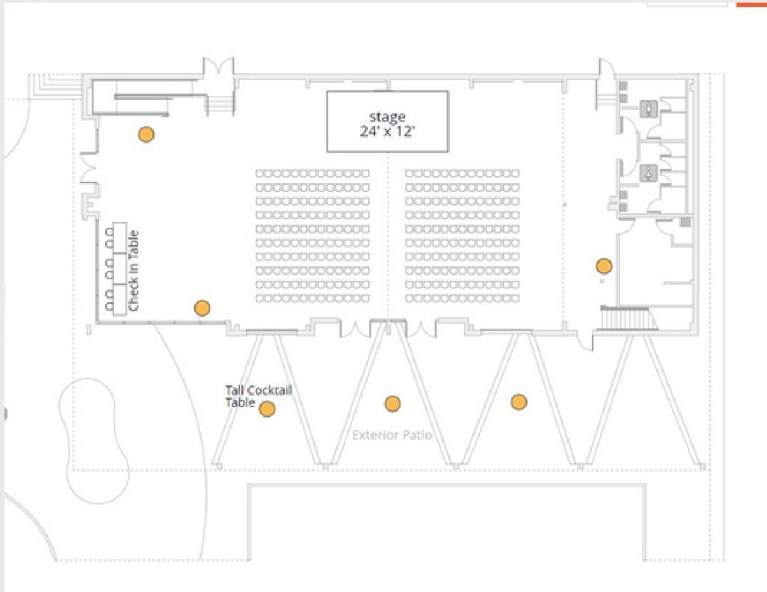


*Sweetheart Table & Guests: 302*

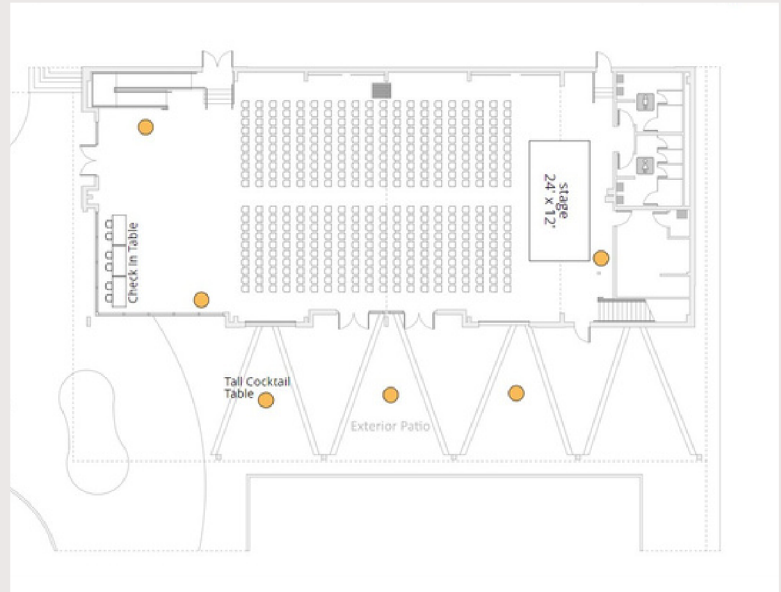


# SAMPLE FLOOR PLANS: OTHER EVENTS

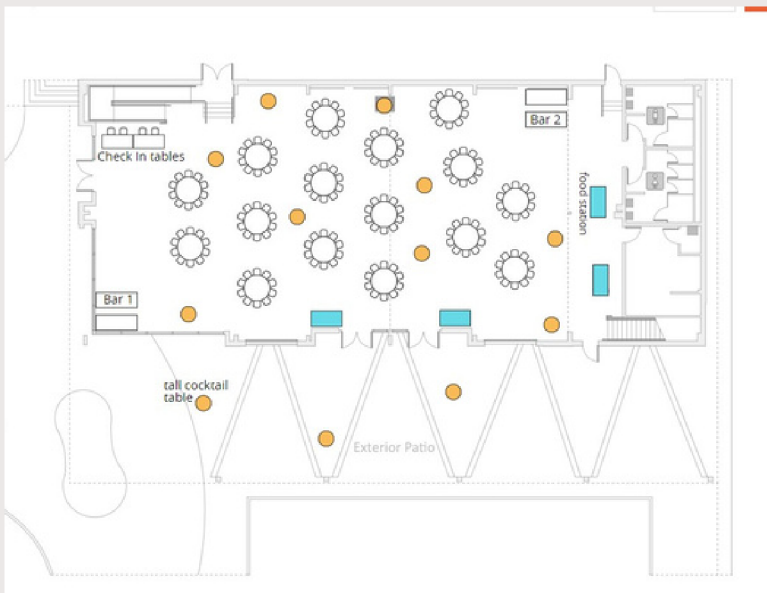
*Theater Seating: 260+*



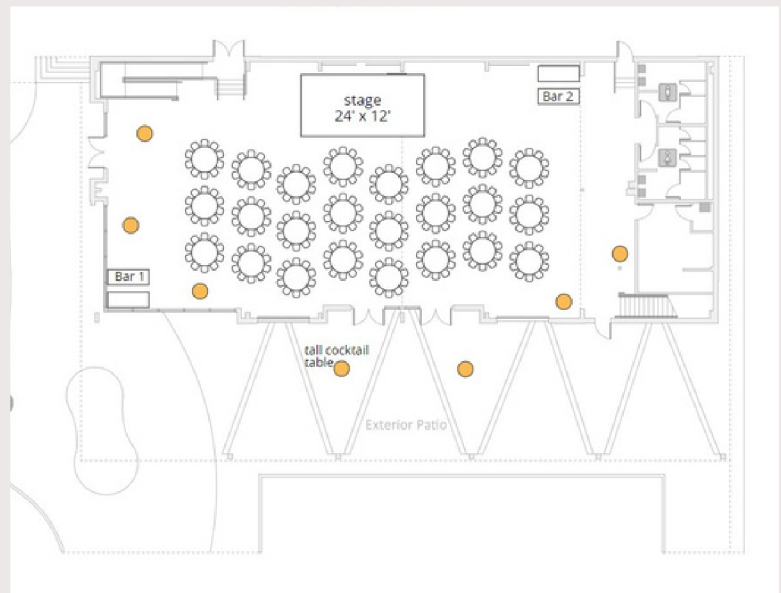
*Theater Seating: 400+*



*Mix & Match: 200+*



*Banquet Seating: 240+*



# WEDDING REQUIREMENTS

## DAY OF COORDINATION

All weddings are required to hire a professional wedding coordinator.

Coordinators must:

- Provide a copy of general liability insurance
- Attend the final walk through 30-60 days prior to the wedding
- Provide the Summit Assembly Event Manager with a full day-of timeline
- Be on-site for the duration of anything happening on-site
- Not partake in any alcohol for the duration of the day

### Use our preferred partner, A Touch of Bliss

Having a day of coordinator means you have an advocate and best friend by your side to make sure you get to enjoy every moment of the special day with each other, your family, and guests. The team of experts are there to finalize every detail of your wedding from the day of timeline to décor and layouts to vendor confirmations.



[www.touchofblissevents.com](http://www.touchofblissevents.com)

## CATERING

All weddings are required to hire a full service caterer.

Caterers must:

- Provide a copy of general liability insurance
- Manage set up of tables, chairs, linens, place settings, and more
- Provide event staffing to keep venue clean for duration of event
- Take care of strike, trash, and cleaning at the end of the night



# OFF- SITE CEREMONY LOCATIONS



Ten Peaks Church

*7 minute drive*



Lord of the Mountains  
Lutheran Church

*5 minute drive*



Our Lady of Peace  
Catholic Church

*5 minute drive*



Maryland Creek Park  
Open Space

*8 minute drive*



Lake Dillon Theater CO  
(Ceremony Spot  
off the Trail)

*2 minute drive to lot  
1 minute walk to site*



North Pond Park

*5 minute drive*

# AREA TRAVEL GUIDE



## BLUEBIRD MARKET

THE BLUEBIRD MARKET HALL IS LOCATED WITHIN THE SAME BUILDING AS SUMMIT ASSEMBLY. HERE YOU CAN FIND A MULTITUDE OF RESTAURANTS, INCLUDING ICE CREAM, WOOD FIRED PIZZA, FARM TO TABLE MENUS, CREPES, EMPANADAS, AND COFFEE! THE BLUEBIRD MARKET ALSO HOSTS WEEKLY YOGA CLASSES, TRIVIA NIGHT, AND LIVE MUSIC FRIDAYS!



## MINT STEAKHOUSE

1 MINUTE WALK



## KUCU TEQUILA BISTRO

1 MINUTE WALK  
LOCATED AT THE  
INDIGO HOTEL



## HOUSE OF VIBES COFFEE & CURIO

4 MINUTE WALK  
0.2 MILE AWAY



## TIMBERLINE CRAFT KITCHEN & COCKTAILS

10 MINUTE WALK  
3 MINUTE DRIVE  
0.5 MILE AWAY



## ANGRY JAMES BREWERY

4 MINUTE WALK  
0.2 MILE AWAY



## RED BUFFALO COFFEE & TEA

4 MINUTE WALK  
0.1 MILE AWAY



## ENZA'S DELICATESSEN & MARKET

4 MINUTE WALK  
0.1 MILE AWAY



## SAUCE ON THE BLUE

4 MINUTE WALK  
0.1 MILE AWAY



# VENDOR RECOMMENDATIONS

## CATERING

Biscuits & Berries

Footers Catering

Relish Catering

Roots Colorado

Mountain Crust

Rocky Mountain Catering

Ask about our  
Bluebird Market catering options!

## DJ'S

Seamless Entertainment

TH-Entertainment

The Get Down

Elite Entertainment

Standing Room Only

## RENTALS

Colorado Tents & Events

For patio tenting, indoor lighting  
installation, and all of your linens and  
tabletop needs!

info@tentsandevents.com

*Tenting & Indoor lighting  
require prior approval.*

## LIVE MUSIC

Elope Music

Christen Stephens

Mary Keener, Harpist

Raising Cain (band)

Diamond Empire (band)

## BAKERY

Blue Moon Bakery.

Butterhorn Bakery.

Colorado Market & Bakery.

The Treatery.

# VENDOR RECOMMENDATIONS

## FLORISTS

Madelyn Claire Designs

Garden of Eden

Compass Rose (eco-friendly)

Sara Mica Designs

Plum Sage Floral

Bloom Flower Shop

## OFFICIANTS

Dan Gustad

Phil Gallagher

Rabbi Emily Hyatt

Lisa Bair (bilingual)

Michael Welchert

## HAIR & MAKEUP

Rollers & Rouge

Kim J Beauty

Weemala

Jaded Beauty

Lil.Co Bridal Beauty

Wise Artistry

## PHOTOGRAPHY

Tayler Carlisle

Josie V.

Leilanily Photo

Danielle Roth

Sunnie Heers

Leah Goetzel

Valeria Heine

## DECOR & DESIGN

Max and Livie

Bear Aesthetics

Amora Group

Hazel Grove Rentals



THANK YOU

**We look forward  
to giving you a  
tour of our space!**



*"The Summit Chamber hosted our End of Season party at the Summit Assembly at Bluebird Market and it was fantastic!*

*Everyone LOVED the venue!*

*We were concerned that the space might feel too big, but instead, it was PERFECT... The Summit Assembly staff was so easy to work with and did a great job running the bar. Plus, the mixed drinks were on point. We highly recommend this great community space to locals and visitors alike!"*

*~ Client Review*