



Upstairs
AT
MIDTOWN



let us be your perfect hosts

Thank you for considering Upstairs at Midtown for your special occasion. Originally built in the 1760s, the property is believed to be one of King Street's oldest remaining buildings. At the beginning of the new millennium, the space was restored + transformed into the private event venue you find today incomparably located in the heart of Downtown Charleston.

With many of its original architectural elements still intact, Upstairs at Midtown overflows with Southern charm + features original heart pine floors, tall coffered ceilings, exposed brick walls, chandeliers + a rooftop patio.

The 1,500 square foot historic venue can accommodate parties + celebrations of up to 150 people standing, up to 80 guests for a seated dinner, or up to 60 individuals for both a special ceremony + reception. With both indoor + outdoor space, Upstairs at Midtown is the perfect blank canvas to host any event year round.

We are excited to work with you!
Kathleen, Sofie + the King Street Hospitality Group Team



property spotlight



2018 RENTAL RATES

monday - thursday | \$1000

friday | \$1600

saturday | \$1800

sunday | \$1200



PLEASE NOTE

all rates are based on a 3 hour event

five hours of pre-event set up is allowed

one hour of breakdown is allowed immediately after

additional event hours may be added for \$250/hour

increased rental rates apply during holiday weekends

A PEEK INSIDE

1500 square feet of event space

convenient entrance off of upper king street

private rooftop patio with cafe lighting

original heart pine floors

exposed brick walls

mahogany coffered ceilings

crystal chandeliers

original fireplaces

on-site catering + bar facilities

built-in speaker system with iPod/iPhone hook-up

mirrored tv with hdmi connectivity



WHAT'S INCLUDED

one custom wooden bar

two wooden farm tables [for catering set ups]

three cocktail tables [linens must be rented]

five 48" square tables [linens must be rented]

forty wooden x-back chairs

forty wooden folding chairs

outdoor lounge furniture

patio heaters [seasonal]

[all other items must be brought in separately]





As part of King Street Hospitality Group, Upstairs at Midtown offers an extensive catering menu from exclusive caterer, King Street Catering Co. Led by executive chef, Derek Falta + pastry chef, Travis Biernacki, King Street Catering Co. is committed to providing locally sourced, high quality cuisine cultivated with care. Our professional + accommodating staff is sure to make every moment memorable for you + your guests.



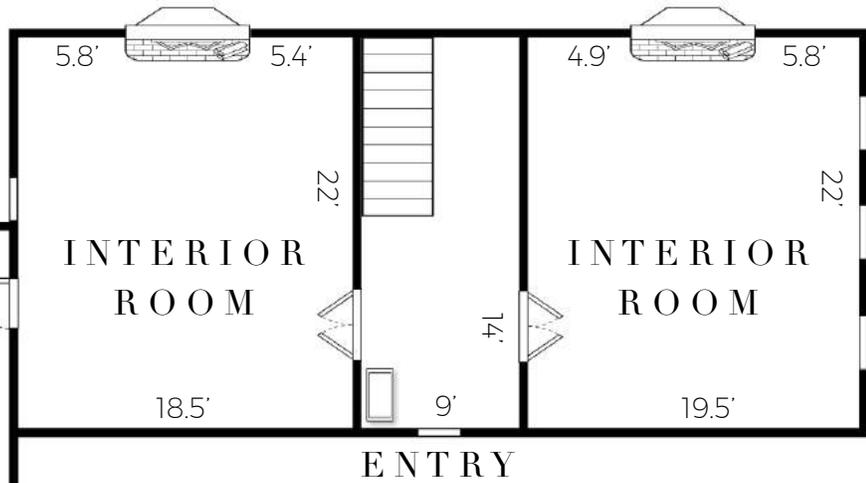
In addition to all your catering needs, we offer a wide range of beverage options from exclusive bar service provider, King Street Bev Co. With over fifteen years of experience in the industry, our dedicated team is here to provide you with premium products + unparalleled service to make your event truly a grand experience.



floor plan + layout ideas

OUTDOOR PATIO

ceremony | 60 seats
(can be flipped for dancing after ceremony)
seated dinner | 60 guests
standing room | 100 people



INTERIOR ROOMS

ceremony or theater seating | 45 seats (each room)
seated dinner | 42 guests (each room)
standing room | 50 people (each room)





frequently asked questions

WHAT DOES THE RENTAL RATE INCLUDE?

The rental rate includes use of our indoor + outdoor event space for a three hour event with time to set up before your event + time to break down after your event.

Set-up may begin five hours prior to the event start time + post-event breakdown must be completed within one hour of the event end time. You may rent the space for additional event, set-up + breakdown hours at a rate of \$250/hour.

The following in-house rental items are included in the rental rate:

one custom wooden bar, three cocktail tables {linens must be rented}, five 48" square tables {linens must be rented}, two wooden farm tables {used for food displays/buffets/stations}, forty wooden x-back chairs, forty wooden folding chairs, outdoor lounge furniture + patio heaters {seasonal}.

There is also a built-in speaker system + a mirrored tv with hdmi connectivity for your use.

All other furniture, rentals + AV equipment, including tables, linens, additional chairs, china, flatware, glassware + microphones, must be brought in separately.

CAN I HOST MY CEREMONY AT THE VENUE?

Yes, our event space allows for a versatile layout. You can host your wedding or special event ceremony in one of our two indoor rooms or on our rooftop patio. We recommend a ceremony size of no more than sixty guests outside or forty guests inside to avoid overcrowding. We also offer ceremony coordination services for an additional fee.

Rehearsals must be scheduled with the venue manager. The time + duration of the rehearsal is subject to other events being hosted at the venue.

ARE THERE ANY DEPOSITS DUE?

We require a signed contract + 100% of the rental rate to guarantee your event date.

Please note, if you should need to cancel your event, all deposits are non-refundable + non-transferrable.

Checks should be made out to King Street Hospitality Group + mailed to 559 King Street, Charleston, SC 29403.

A 3.5% processing fee applies to all credit card transactions.

DO YOU OFFER IN-HOUSE CATERING + BEVERAGE SERVICE?

Yes, King Street Catering Co. + King Street Bev Co are our exclusive in-house catering + beverage partners.

We do not have a food + beverage minimum {except on select holiday weekends}. All food + beverage is subject to a 20% service charge + 11% tax. Labor + rental items, including china, flatware + glassware, are additional.





DO YOU REQUIRE THE USE OF A PLANNER OR COORDINATOR?

While we do not require the use of a planner or coordinator, our in-house planner is available for hire to help with the complex logistics associated with the planning process + day-of event management. We offer both full service + day-of coordination. Please inquire for rates + availability.

If you do not have a planner or coordinator, we require a \$250 ceremony coordination fee. As part of the fee, our staff will oversee the ceremony rehearsal + wedding ceremony to allow you feel at ease while walking down the aisle.

WHO IS RESPONSIBLE FOR SETTING UP + BREAKING DOWN?

You [or your event planner] are responsible for set up + break down. Set up may begin five hours prior to the event start time + break down must be completed within one hour of the event end time. We are happy to rent, set up + break down any necessary tables, chairs, linens, etc. for a 20% service charge of the rental company invoice.

HOW CAN THE VENUE BE DECORATED?

We welcome decorations such as flowers, candles, lighting, etc. We do not allow anything to be applied to the walls or building that will cause damage so please use tape, zip ties, or floral wire rather than nails, staples, or command hooks when placing decorations. If you choose to use candles, we require that they are in containers to prevent damage to our surfaces. Absolutely no glitter, confetti, or birdseed allowed. Flower petals may be used provided they are cleaned up. All decorations must be removed within one hour after your event.

WHAT TYPE OF ENTERTAINMENT IS ALLOW?

While we do allow bands, DJ's + other types of musical entertainment, all groups need to be approved by our venue manager prior to signing their booking contract. We also offer use of our built-in speaker system which connects easily to an iPod or iPhone + plays throughout the entire space for use during both ceremony + reception.

WHERE ARE YOU LOCATED + WHERE SHOULD MY GUESTS PARK?

We are located at 559 King Street right next to Charleston Power Yoga + Midtown Bar and Grill.

There is ample metered + surface lot parking on King Street + at several nearby garages, including The Visitor's Center Garage located at 63 Ann Street.

Please note, all vendor trucks + staff working events are required to park on the street or in a remote lot.

IS THERE HANDICAP ACCESS AVAILABLE?

Please note, the venue is located on the second floor + can only be accessed by stairs. Unfortunately we do not have an elevator or lift.

I'M INTERESTED IN SEEING THE SPACE...NOW WHAT?

We are available for tours by appointment only during our normal business hours [Monday-Friday 9 am-5 pm]. Please send an email to hello@kshgevents.com or call the office at 843.737.4281 to schedule your visit.



KATHLEEN SHULER

director of event planning + production
hello@kshgevents.com | 843.737.4281

 www.UpstairsAtMidtown.com

 <https://www.instagram.com/kshgevents/>

 www.facebook.com/UpstairsAtMidtownCHS

 www.pinterest.com/KSHGevents

Upstairs AT MIDTOWN
is a proud member of
KING STREET HOSPITALITY GROUP