


THE COLUMBUS ATHENÆUM

32 North Fourth Street
Columbus, Ohio 43215

  [cbusathenaeum](#)

  [thecolumbusathenaeum](#)

www.columbusmeetings.com

Ph: (614) 222-MEET [6338]



Olympian Ballroom
200 or more
recommended

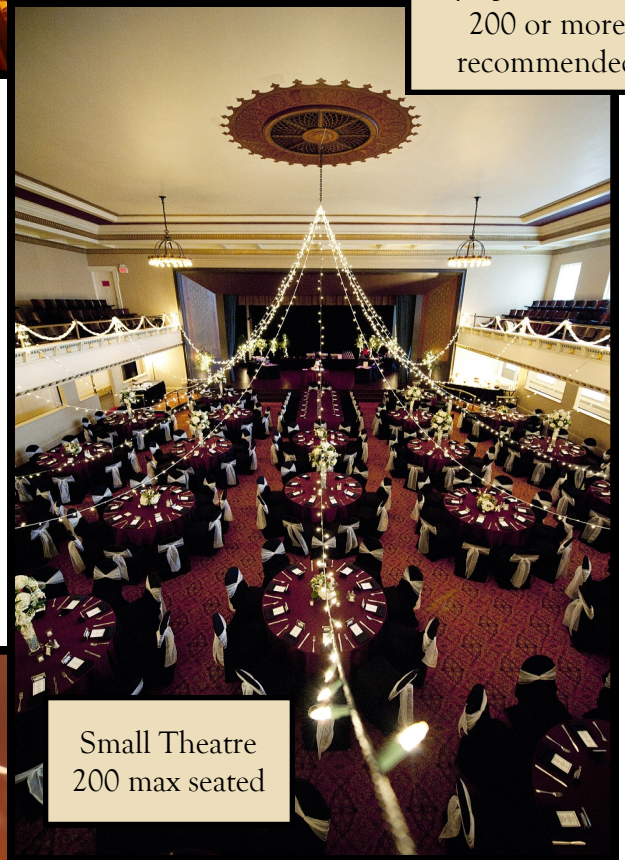
Beautiful event space options, quality catering, décor selections, and planning services make the Columbus Athenaeum a perfect Mitzvah venue.

Please contact our offices if you have any questions or would like to schedule a tour.

Office Hours are

Monday-Thursday 9:30am-4:30pm,

Friday 9:30am-4:00pm



Small Theatre
200 max seated



Large Theatre
250 max seated

To view additional photos of all event spaces, please visit our website: www.columbusmeetings.com.

Menus

Meal choices for adult guests are available in the Dinner Packages Menu.

Kids Buffets:

Pick 3 Selections \$15 per child

Pick 4 Selections \$18 per child

Pick 5 Selections \$20 per child

Selections:

Athenaeum Salad or Caesar Salad

Rolls and Butter

Macaroni and Cheese

Chicken Tenders with Assorted Sauces

Mini Deep Dish Pizzas (pepperoni or cheese)

Grande Meatballs

Plain Pasta with Marinara and Alfredo Sauces

Vegetable Medley

French Fries or Tater Tots (oven baked)

Hot Dogs

Nacho Bar (chips, salsa, queso, and sour cream)

Custom Packages Also Available

Desserts

Chocolate-Dipped Strawberries

\$75 (50 pieces)

Chocolate & Peanut Butter Buckeyes

\$75 (50 pieces)

Assorted Miniature Pastries

\$90 (50 pieces)

Brownie and Strawberry Kabobs

\$150 (50 pieces)

S'mores on a Stick

\$150 (50 pieces)

S'mores Bar*

Marshmallows, graham crackers, & chocolate made over a flame

\$250 (50 servings)

Ice Cream Sundae Bar*

Vanilla & chocolate ice cream with sauces & toppings bar

\$300 (50 servings)

Candy Bar, Pies, Chocolate Fountains,

*& other gourmet desserts**

quoted upon request

** Additional Attendant either recommended or required.*



Beverages

Kids Beverage Package includes Soft Drinks and Lemonade or Fruit Punch: \$5 per child
Beverage Attendant Required: \$175 per attendant*

Adults Beverage Package includes Soft Drinks and Bar Mixers: \$7.99 per adult
Beer, Wine, and Spirits are additional; please see Alcohol Estimate form.
Bartender Required: \$200 with tip basket \$275 without tip basket*

* Number of attendants/bartenders depends on guest count.

Room Pricing

Room	Rent	Minimum
Olympian Ballroom	\$1,800	\$10,000
Large Theatre	\$1,000	\$8,000
Small Theatre	\$1,000	\$7,000
Oak Room	\$1,000	\$6,500
Athenian or Hellenic	\$600	\$4,000

Rental Time Frames

2 Hours	Load-in	[Set-up]
4 Hours	Event	Latest time frame is 7:00pm-11:00pm
30 Minutes	Load-out	[Tear-down]

Discounted pricing available for off-peak dates, daytime events ending by 4pm, events with fewer than 100 guests, and short term bookings.

Please speak with a Sales Representative for details.

Columbus Athenaeum Event Policies

- All food/beverage items must be purchased through TCA. For your safety, food items will not be packaged to-go. Chef reserves the right to make adjustments to menu ingredients based on seasonal availability.
- The Athenaeum can provide kosher-style food preparation. If strict kosher observance is required, food can be purchased through TCA from caterer of TCA's choice, and additional outside catering fees will be applied.
- All décor must be approved by TCA in advance. We strongly encourage you to select from our in-house décor to help with cost and set-up and tear-down. Outside décor must follow TCA General Conditions.
- All vendors must be approved by TCA in advance.
- All menus, décor & staffing selections are due 30-days in advance.
- Special considerations for additional staffing should be considered at time of final menu selection. The Columbus Athenaeum reserves the right to adjust staffing quantities at its discretion.
- Room Layout must be approved by client 10 Business Days before the event. Any changes requested after that time will result in a minimum fee of \$20 per change.
- A signed contract and deposit of \$1,000 are required to book space.
- Date, room, time frame, room pricing, and minimum guarantee are all locked in at time of contract signing.