



**PRIVATE PARTY  
INFORMATION**



# PRIVATE PARTY SPACE

**THE ENTIRE BACK ROOM AT ALIVEONE IS AVAILABLE FOR PRIVATE PARTIES OF 30-80 GUESTS.**

**THE BACK ROOM IS FULLY PRIVATE WITH IT'S OWN BAR AND BARTENDER(S), AS WELL AS A SOUND SYSTEM, STAGE, DISCO BALL, AND PARTY LIGHTING!**



# REQUIREMENTS

The back room can be reserved for up to 3 hours until 10:30pm on Fridays & Saturdays. There is limited availability on weekdays, but we may be able to accommodate a party depending on the day and time. We require a minimum of 30 guests to reserve the back room privately. There are 2 bar options to choose from for private parties in the back room:

## **CASH BAR WITH A BAR SPENDING MINIMUM:**

For private parties that choose our cash bar (pay-as-you-go) option, there is a **\$1,000 spending minimum** for up to 3 hours. Cash and card are accepted. All individual and group bar tabs will apply to the spending minimum.

## **DRINK PACKAGE WRISTBANDS (PER-PERSON):**

We offer two drink packages: \$50 Basic Package and \$60 Premium Package. All party guests are required to purchase the selected drink package with cash upon arrival. Guests will be given a wristband. **Please notify your guests that cash is required.**

## **NOTE:**

In both packages, gratuity is not included. We encourage guests to tip accordingly to their provided bar service.



# **BAR OPTIONS:**

## **CASH BAR WITH A BAR SPENDING MINIMUM**

**There are several flexible payment options  
that can be customized for your event!**

### **INDIVIDUAL TABS:**

Guests open their own tab and/or pay as they go. All individual bar tabs will apply to the bar spending minimum.

### **GROUP TAB:**

There are several different options to running a group tab for your party:

**OPEN BAR:** Run a group tab for the entire party.

**OPEN BAR WITH EXCEPTIONS:** Run a group tab customized to include or exclude certain drinks (ex. No shots or top-shelf liquor). If a guest wants a drink that is excluded, they may purchase it on their own individual tab. All tabs will apply to the bar spending minimum.

**RUN A GROUP TAB FOR A CERTAIN PERIOD OF TIME:** (ex. The first \$300).

Once the group tab hits the specified amount, the party will switch to individual tabs. All tabs will apply to the bar spending minimum.

**RUN A GROUP TAB UP TO A CERTAIN AMOUNT:** (ex. The first \$300). Once the group tab hits the specified amount, the party will switch to individual tabs. All tabs will apply to the bar spending minimum.

**USE OF DRINK TICKETS TO BE APPLIED TO GROUP TAB:** (ex. Each guest receives 1 drink ticket to purchase beer, wine, or well liquor.)



# **BAR OPTIONS:**

## **\$50 DRINK PACKAGE WRISTBANDS**

### **\$50 DRINK PACKAGE:**

Includes domestics, imports, and craft beer on tap under \$8.

Includes seltzers and house red & white wine.

Includes the following liquors:

**VODKA:** Absolut, Stoli, Stoli flavors, Tito's

**GIN:** Beefeater, Letherbee Gin, Tanqueray

**RUM:** Bacardi, Captain Morgan, Goslings

**TEQUILA:** El Jimador

**WHISKEY:** Jack Daniel's (Tennessee Whiskey), Jameson (Irish Whiskey),  
Seagrams 7 (Blended American Whiskey)

**BOURBON:** Jim Beam, Four Roses, Old Grand-dad, Evan Williams

**SCOTCH:** Johnny Walker Black

**BRANDY:** Sacred Bond Brandy

**\*Shots are not included**



# **BAR OPTIONS:**

## **\$60 DRINK PACKAGE WRISTBANDS**

### **\$60 DRINK PACKAGE:**

Includes aliveOne signature cocktails.

Includes Red Bull cocktails.

Includes domestics, imports, and all craft beer on tap.

Includes seltzers and house red & white wine.

Includes the following liquors:

**VODKA:** Absolut, Stoli, Stoli flavors, Tito's, Grey Goose, Ketel One,  
Chopin Potato Vodka

**GIN:** Beefeater, Letherbee Gin, Tanqueray, Bombay Sapphire, Hendrick's,  
Deaths Door

**RUM:** Bacardi, Captain Morgan, Goslings, Malibu

**TEQUILA:** El Jimador, Espolon, Don Julio, Cazadores Reposado

**WHISKEY:** Jack Daniel's, Jameson, Seagrams 7, High West Double Rye,  
Rittenhouse Rye, Templeton, Crown Royal, Tullamore Dew

**BOURBON:** Jim Beam, Four Roses, Old Grand-dad, Evan Williams, Maker's Mark,  
Bulleit, Booker's, Elijah Craig, Knob Creek, Buffalo Trace

**SCOTCH:** Johnny Walker Black, Glenfiddich, Macallan 12

**BRANDY:** Sacred Bond Brandy, Rémy XO, Hennessy

**\*Shots are not included**



# PLANNING INFO

## **FOOD / CATERING:**

While aliveOne does not serve food, parties are welcome to bring in or have any food delivered to the bar during the event. Please be sure to bring all necessary plates, utensils, napkins, etc. aliveOne can provide a folding table to place the food on, if needed.

## **DECORATIONS / SETUP:**

Parties are welcome to decorate however they'd like, we just ask for NO glitter or confetti of any kind. Party hosts or a designated guest can arrive prior to the event start time to decorate/set-up, if needed.

## **MUSIC:**

Parties are able to play their own music in the back room by connecting any device to the sound system via aux cord. Parties may also choose to play aliveOne's music in the back room.

## **CONFIRMATIONS:**

A digital contract and card on file is required to secure the space. There is no charge or hold on the card unless there is a late cancellation or damages. Any damages incurred during the party will be charged to the card on file and you will be notified of the charges. If your party fails to meet the bar spending minimum, the remaining difference may be added to the card on file.

## **CANCELLATION POLICY:**

A \$100 cancellation fee will be applied if we are not given a minimum 14-day notice of cancellation.

## **NO-SHOW POLICY:**

A \$300 no-show fee will be applied if your entire party fails to show up without cancelling first.

## **METHODS OF PAYMENT:**

Payment is due immediately upon completion of the party. We accept MasterCard, Visa, Discover, American Express, and cash. We cannot accept payment before the day of the services rendered.

## **TAX & GRATUITIES:**

All beverage prices are subject to a state sales tax. There is no automatic gratuity added to any beverage sales. We suggest leaving a 20% gratuity for the staff working your event.





**AT ALIVEONE, OUR GOAL IS TO MAKE  
THE PLANNING OF YOUR EVENT AS STRESS-FREE  
AND ENJOYABLE AS POSSIBLE!**



PLEASE INFORM OUR SALES STAFF OF ANY NEED IN FINDING DECOR,  
TRANSPORTATION, AV EQUIPMENT, DJS, BANDS, PHOTOGRAPHERS, FLORISTS, OR  
ANY OTHER OUTSIDE SERVICE. WE ARE HAPPY TO RECOMMEND ONE OF OUR  
PREFERRED VENDORS TO HELP MAKE YOUR PARTY PERFECT.

**IF THERE IS SOMETHING IN THIS PACKET YOU DON'T SEE, JUST LET US KNOW!**

**ALIVEONE IS LOCATED AT:  
2683 N. Halsted St. Chicago, IL 60614  
773.348.9800 | ALIVEONE.COM**

**TO RESERVE OUR PRIVATE PARTY SPACE, PLEASE CONTACT OUR PRIVATE PARTY  
SALES TEAM AND MENTION ALIVEONE, OR SUBMIT AN INQUIRY ONLINE:**

**EVENTS@FOUREG.COM**

**ALIVEONE.COM/PRIVATE-PARTIES**