



The
EVERGREEN
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A LIMITLESS EVENT SPACE IN PORTLAND, OREGON

Housed in the former historic Orient Lodge, The Evergreen celebrates the Arts & Crafts style while delivering a modern, state-of-the-art event venue with historic charm, ideal for weddings, corporate events, parties and fundraisers. The 3800 sq. foot main room accommodates up to 200 seated guests or up to 500 standing. The 1000 sq. foot mezzanine, with a private suite, accommodates up to 70.



“The Evergreen is a beautiful space with an iconic feel and versatility to serve just about any event you need to plan. The staff are friendly, knowledgeable and extremely helpful in the planning process. Whether you’re planning a summertime wedding or a winter corporate retreat, The Evergreen should be the first venue you check out.” - Tim



“The Evergreen is gorgeous, it does not need much to feel very high-class. The staff provide exceptional customer service and are very responsive. Our guests appreciate the varied bar menus and multiple catering options. We look forward to working with The Evergreen for our future events!”

- Katie

AMENITIES

1

CRAFTSMANSHIP

Original 1908 maple wood dance floor, beautifully exposed brick, 25' ceilings with two octagonal skylights, artisan poured concrete bar, custom tiled bathrooms, and more.

2

ACCOMMODATION

The Evergreen boasts an impressive and welcoming space, built without compromise, great for gatherings of all sizes.

3

LIGHTING

In addition to our versatile permanent lighting, including four brass-mounted glass chandeliers, The Evergreen has been pre-wired with a DMX system to allow for a lighting installation of any size. We also offer cafe-style lighting packages for your event.

4

WEDDING SUITE

We have designed a comfortable and memorable space for our wedding suite. From geometric wallpaper to a custom tufted seat, this space will enhance your wedding day preparation needs.

5

ACCESSIBILITY

The Evergreen is fully ADA accessible, thanks to a full-sized elevator that services all floors.

6

SOUND & ELECTRONICS

Equipped with an unparalleled VOID sound system and extensive noise dampening infrastructure, plus high speed WIFI and full AV capabilities (including retractable screen).

Projector and Screen package- \$250

Wireless Microphone - \$75

DJ or Band Plugin-* \$475

**includes AV hookup & sound check*



INCLUDED WITH EACH RENTAL

TABLES & CHAIRS

We have an array of furniture for your event including:

- 150 black padded wooden chairs
- 20/60" round tables
- 10 bistro tables

*A setup/breakdown fee of \$200 per event may apply when applicable.

PLAYLIST PLUGIN

Access to our VOID sound system for Ipod/phone plugin.

VENUE MANAGER

Our knowledgeable on-site manager is available to help you throughout the planning process and will be present the day of your event

PRE-EVENT MEETINGS

We offer two pre-event walk-through meetings so we can get everything just right!

FLOOR PLANS

We have a number of sample floor plans available to our clients.

CLEANING FEES

All cleaning fees are included in the rental.

REHEARSAL

We offer a one-hour wedding rehearsal (based on availability).

FRONT DOOR MONITOR

We post a friendly face at our front door (for events with alcohol consumption only).





OUR RATES

1

MON-THURS

\$2,500 for 10 hours
(\$250 per additional hour)

2

FRI & SUN

\$3,500 for 10 hours
(\$250 per additional hour)

3

SAT & HOLIDAYS

\$5,000 for 12 hours
(\$250 per additional hour)

WEEKDAY RATES

We offer an hourly rate of \$365 per hour for daytime events, Monday through Thursday.
(3 hour minimum)

PAYMENT POLICIES

A 50% deposit is required to reserve your date. Full payment is due 90 days prior to event.

A refundable \$1000 security deposit is required for each rental.

Credit card payment incurs a 3% processing fee.

Event insurance is required for every event.

MORE INFORMATION



PARKING

There are a number of options for parking including:

- Street Parking
- Small public lots

(SE MLK & 3rd and SE MLK & Morrison)

- Uber/Lyft/Taxi
- Valet/Shuttle Service



BAR SERVICE

Alcohol service is provided by The Evergreen.

Our Bar Manager will be in touch to recommend the bar package best suited to your event.



BASIC RENTALS

The Party Place & Bridgewood Event Rentals are our preferred rental companies, both companies have extensive inventories, experience in our space, and excellent customer service. We are happy to provide suggestions for specialty rental options



LIGHTING

The Evergreen offers simple, cafe lighting packages starting at \$350.

Green Light Creative is our preferred lighting vendor for more expansive lighting. They are well-acquainted with our space and are experts in both design and installation.

CATERING

Below is a list of approved local catering companies for your choosing.

CHEFSTABLE CATERING

chefstable-catering.com

503.238.8889

SPORK BYTES

sporkbytes.com

(503) 821-7709

VIBRANT TABLE

vibranttable.com

503.297.9635

FIELD DAY

fielddaypdx.com

971.255.0816

CROWN PAELLA

crownpaella.com

503-395-0110

FOOD IN BLOOM

foodinbloom.com

503.944.6820

THE HIVE CATERING

thehivecatering.com

(503) 482-4011

WHITE PEPPER CATERING

whitepepperpdx.com

503.706.5658

DEVIL'S FOOD CATERING

devilsfoodcatering.com

503.233.9288

TOURNANT RAW BAR

tournantpdx.com/catering/

503.206.4463

ELEPHANT'S DELI

elephantsdeli.com/catering

503.937.1019

AS GOOD AS IT GETS CATERING BY CHERYL'S ON 12TH

cherylson12th.com

503.575.9968



LET'S CONNECT

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facebook.com/theevergreenpdx



[@theevergreenpdx](https://instagram.com/theevergreenpdx)



pinterest.com/theevergreenpdx

LOYAL LEGION OF LOGGERS & LUMBERMEN EMPLOYMENT SERVICE



LOYAL LEGION

Enjoy a pre or post event drink downstairs at Loyal Legion, where 99 taps of Oregon beer are available. Loyal Legion is also available for partial or full buy outs for a cocktail hour. Inquire within for additional details.





