



# MEETINGS, EVENTS, & NONPROFITS

*Easton Broad*



# YOUR EVENT, YOUR WAY

A hidden gem in northeast Portland, Easton Broad is an award-winning, woman owned and operated venue, that's focused on supporting our local community and small businesses.

Whether celebrating a birthday or anniversary, fundraising for a nonprofit, or just meeting outside the office, this industrial-modern space can accommodate it all with its intimate, yet open floor plan.

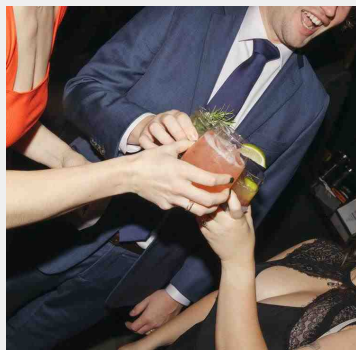
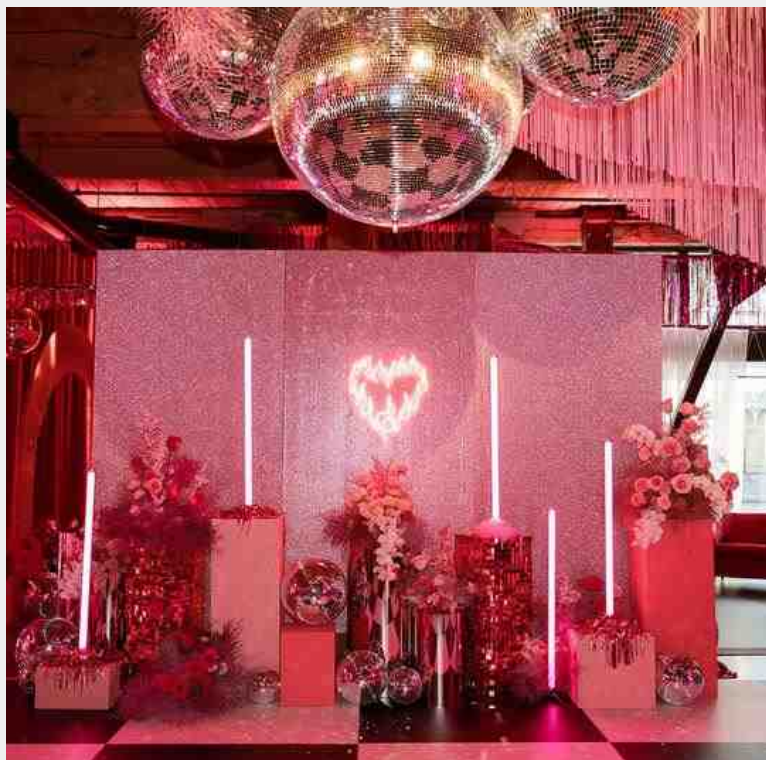
- 2,300 square feet
- 150 seated at banquets
- 110 seated at rounds
- 200 cocktail style
- Optional sidewalk patio
- Gender neutral restrooms
- Open vendor policy
- Private parking lot

We are centrally located and easily accessible from the PDX airport, downtown, and multiple hotels, allowing travelers a little peace of mind.

*Easton Broad*









# WHAT THEY SAY

We needed a venue that was easy to work with, flexible, and yet still beautiful. Easton Broad delivered just that.

They were a perfect blank slate and Aaron & Kelly gave us so much freedom to create something incredible. We also loved how we were able to do our bartending & rentals through them...

They were so chill and accommodating and we can't recommend them enough. With their help, our <event> was more than we could have hoped for!

The owners.. were a pleasure to work with, easy and clear communication all the way through. They offered many vendor recommendations which we used to great success. The owners also handle the drinks and bartending which they knocked out of the park! Friendly, great drinks and lots of options. I would without a doubt recommend this space for an intimate wedding or company party, not only for the nice space and good value but the honest communication and direct approach from Kelly and her partner.

It's a perfect blank canvas for any event as it's beautiful on it's own, before you even bring in your own decor. We appreciated their flexibility: open catering policy, different packages, etc.

... Kelly was so organized with all the details such as rental and vendor coordination. Aaron's incredible cocktails had all of our guests raving and he added a really personal and friendly touch..

-LAUREN



-DEVIN



-ELIZABETH



**VOTED BEST**  
PORTLAND AREA VENUE  
URBAN VENUE  
REHEARSAL DINNER VENUE



# FEATURES



## GREENERY

Enjoy our lush and ever-growing collection of over 100 houseplants! You'll find them hanging from our ceiling and scattered throughout the space, making for great photo backdrops or ceremony designs.

## PRIVACY

With over 100 feet of floor to ceiling windows, our space is drenched with natural light (your photographer's dream)! For privacy, we have semi-sheer curtains spanning the entire length; so close them all or keep some open, the choice is yours.



## THE BAR

Our handcrafted, built-in bar with white subway tile, a reclaimed wood top, and industrial accents is a subtle focal point from the moment you walk into the space. Your unique style will blend seamlessly with our classic design!

## ACCESSIBILITY

On the corner of NE 3rd and Broadway, we're street level and entirely ADA accessible. You'll also find plenty of parking right outside our doors, or you can rent our private lot for guaranteed availability.





# AUDIO / VISUAL



## LIGHTING

Set the mood with dimmable cafe lights & track lighting, or add a pop of color with our 8 LED uplights - all included in the venue rental.

## SOUND

From speaker presentations to special announcements, and your dance party to karaoke, we're here to help with our wireless mics and house speakers - all included in the venue rental.



## PROJECTOR

Share special memories, sales reports, or showcase your signature emblem, our projector is ready to use at the click of a button - included in your venue rental.

## TECH

Design your heart out! We're fully loaded with grounded & ceiling power access, and unlimited hang points. WiFi is also available for anyone that needs it - all included in your venue rental.



# CATERING

Your event should reflect you and your ideal guest experience, and food is an important part of that! To accommodate many different budgets, Portland foodies, and cultural or religious requirements, we offer an [open catering policy](#).

Listed below are a few of our favorites, however you're welcome to hire any food provider that is licensed and insured in the state of Oregon or Washington.

Dessert is the only exception in which food may be homemade.

## GRAZING

ABC Charcuterie\*  
Blissful Picnics\*  
Charcuterie Me\*  
Grazing To Go\*  
Honey Rose Boards\*  
La Charcuteria\*  
Little Bee\*  
Portland Party Platters\*  
Savour & Graze\*  
Sprig & Spread\*  
The Platter Girl\*

\*minority and/or woman owned

## FULL SERVICE

Cheryl's on 12th\*  
Crave Catering\*  
Devil's Food  
Elephant's Delicatessen\*  
Field & Vine  
Grand Cru Hospitality\*  
Hoda's Middle Eastern\*  
Miere Catering\*  
Noho's Hawaiian\*  
Pearl Catering  
Por Que No\*  
Portland Catering Co  
Reedville Catering  
The Hive\*  
White Pepper\*  
Vibrant Table  
Willaby's Catering

## FOOD CARTS

Alchemy Sandwiches  
Ash Wood Fired Pizza  
Doyaji\*  
Koi Fusion\*  
PDX Sliders  
Poblano Pepper\*  
Renegade  
Retrolicious\*  
Rip City Grill  
Tamale Boy\*  
808 Grinds\*  
  
Pip's Original  
Sloshy Pops\*  
Churros Locos\*  
Fifty Licks Ice Cream  
Voodoo Doughnut







# IN-HOUSE BEVERAGE SERVICES

Easton Broad is the exclusive beverage provider for your event, and we'll work with you to design a curated beverage menu that fits your style, taste, and budget.

An \$800 minimum beverage purchase is required when a bartender is staffed, and for all Saturday rentals. Nonalcoholic beverages go towards the minimum.

Easton Broad will provide all necessary staff based on your selected beverage services.

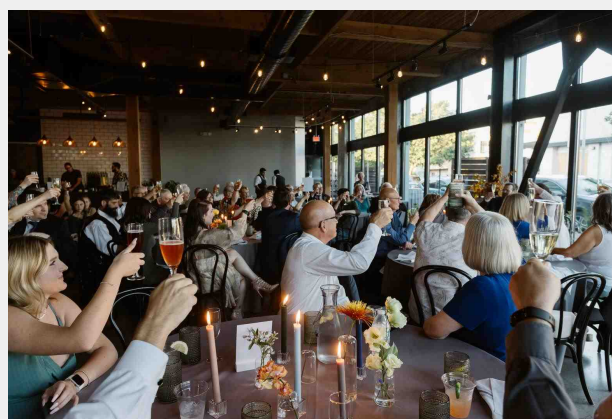
Bartenders \$35/hour

Barbacks \$30/hour

- seasonal craft cocktails
- specialty mocktails
- 8 rotating taps
- local wine selections
- champagne toasts & towers
- sodas & sparkling water
- coffee & hot tea
- and more!

Please inquire for more information.

*Easton Broad*







# VENUE PACKAGES

## THE HOUSE

- 100 modern, black bistro chairs
- (13) 8'x30" banquet tables
- (6) 6'x30" banquet tables
- (1) 4'x24" banquet table
- 7 modern cocktail tables
- 1 coat rack with 50 hangers

Setup & breakdown of all Easton Broad inventory is included.

## THE DIY

- Bring in all your own tables, chairs, furniture, equipment, or anything else you need for your specific event OR rent any of our "House" equipment at an a la carte price
- You're responsible for all setup and breakdown unless otherwise determined

# ALWAYS INCLUDED

## PRE-EVENT PLANNING

We offer 1 in-person venue consultation to work through floor plan designs, logistics, and general details of the day.

## VENUE MANAGER

Our friendly onsite manager will be available for the duration of your venue rental and access.

## CENTRAL AIR

Hot summer days or cold winter nights, our cooling and heating will keep you just right!

## AUDIO / VISUAL

- Pre-strung dimmable cafe lights
- 8 custom-color uplights
- JBL speakers with Spotify access
- 2 wireless handheld microphones
- HD Projector with 9'Wx5'H image
- Private WiFi network

## CLEANING

All cleaning and standard garbage removal is provided by Easton Broad.

Floral, personal decor, and catering equipment must be removed by the client at the end of the event.

# RATES

## THE HOUSE

NOVEMBER - APRIL DATES REDUCED BY 10%

Monday - Thursday \$1,900

Friday + Sunday \$3,400

Saturday \$4,000

## THE DIY

NOVEMBER - APRIL DATES REDUCED BY 10%

Monday - Thursday \$1,200

Friday + Sunday \$2,700

Saturday \$3,300

Inventory included in "The House" package is valued at over \$4400. See full list [here](#).



## ACCESS

All venue rentals include 8 HOURS of venue access. More time can be added at the following rates:

Monday - Thursday \$150/ hour

Friday + Sunday \$200/ hour

Saturday \$250/ hour

Standard venue hours are 8:00 AM - 1:00 AM.  
Hours before or after will be charged an additional \$400 per hour

## PAYMENTS

A 50% nonrefundable retainer and signed contract is required to secure your date. The remaining 50% balance, along with the beverage minimum, is due 60 days prior to your event.





# ADDITIONAL INFO

## PARKING

Our private parking lot with approximately 24 spaces can be rented for events starting after 5:00 PM (M-Sa) or anytime on Sunday for \$300. Other options include street parking, Uber & Lyft, the Streetcar, or valet & shuttle service.

## SOUND

We do not allow DJ's or bands to connect to our speakers, they must provide their own equipment. Amplified noise above 70 dB is not permitted until after 5:00 PM Monday - Friday. No other sound restrictions apply.

## DECOR

We love candles, flowers, garlands, greenery, balloons, and so much more! Sparklers are allowed outside only. Absolutely no glitter, confetti, rice, smoke/fog machines, or anything similar is allowed.

## RENTALS

Arden Event Co. and Lily & Cane are our preferred rental companies. They each have an extensive inventory and are very familiar with our space.

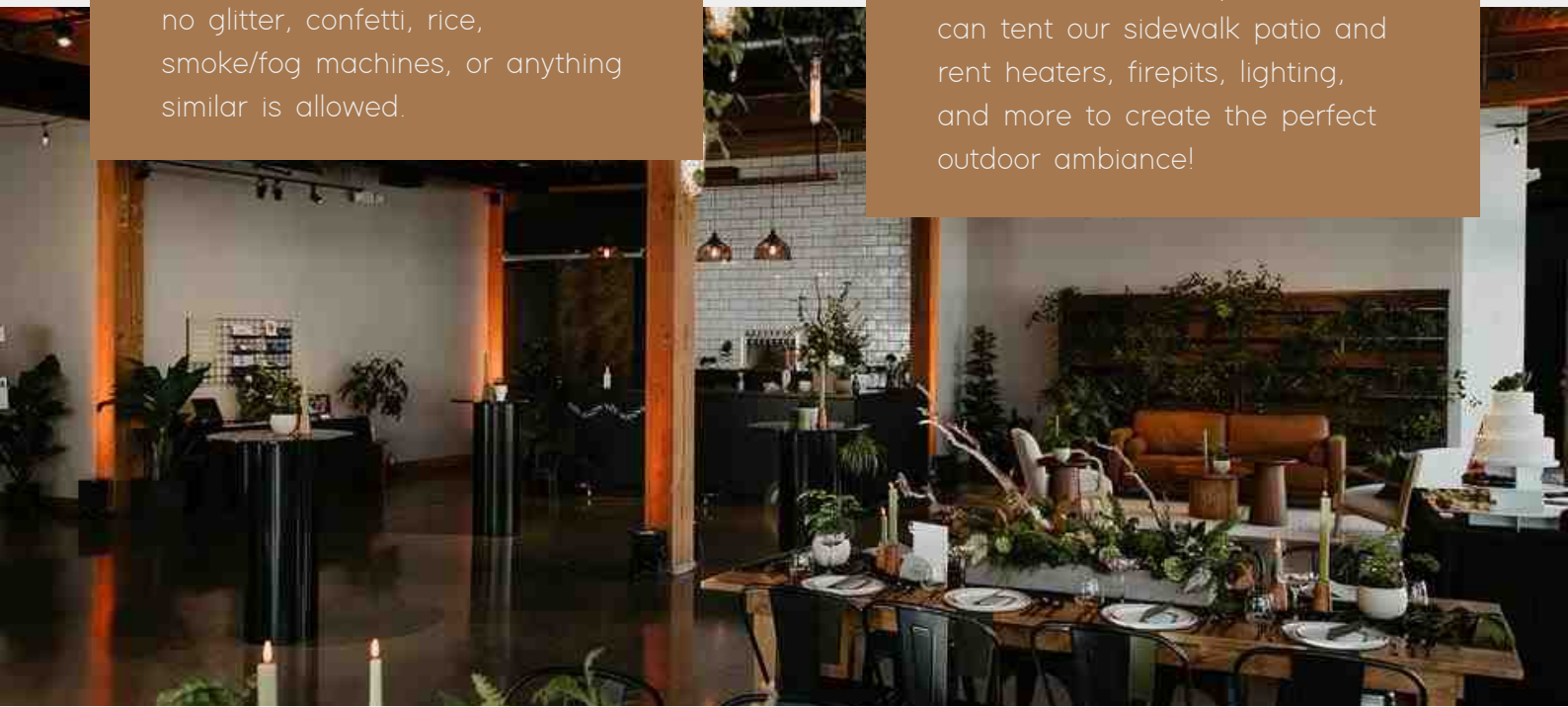
We also offer complimentary rental coordination through these companies, to help you source linens, service ware, furniture, additional tables & chairs, etc. Just ask!

## FLOOR PLANS

We're happy to share sample floor plans that work well in our space based on your estimated guest count and event style, and help you design a custom layout based on your specific needs.

## TENTING

Need a little more space? We can tent our sidewalk patio and rent heaters, firepits, lighting, and more to create the perfect outdoor ambiance!





# LET'S CHAT!

## EMAIL

[HELLO@EASTONBROADPDX.COM](mailto:HELLO@EASTONBROADPDX.COM)

## WEBSITE

[WWW.EASTONBROADPDX.COM](http://WWW.EASTONBROADPDX.COM)

## ADDRESS

237 NE BROADWAY, STE #300  
PORTLAND, OR 97232

## PHONE

503-502-3843



@EASTONBROADPDX