

THE MILLSTONE

at ADAMS POND

WHY CHOOSE THE MILLSTONE AT ADAMS POND?

FOR LOCATION, SETTING, VERSATILITY, UNIQUENESS

LOCATION & ACCESS TO SITE

CONVENIENT TO MOST AREAS OF THE CITY
NEAR SEVERAL HOTELS
ONLY THREE MILES FROM I-77
EASY ACCESS TO I-26
MINUTES FROM DOWNTOWN COLUMBIA

INTERIOR SPACE

ENTRY FOYER
FORMAL ROOM WITH FIREPLACE 25'X30'
LADIES & MEN'S LOUNGES

SCREENED PORCH

SCREENED AREA WITH FIREPLACE 53'X24'
CEILING FANS
WRAP AROUND OPEN DECK
AIR CONDITIONED

IN HOUSE CATERING

SOUTHERN WAY CATERING
• REGIONALLY RECOGNIZED
• 30+ YEARS IN THE CATERING BUSINESS

SETTING

HISTORICAL
UNIQUE WOODLAND SETTING
CASCADING WATER
PEACEFUL POND
ADA APPROVED

EXTERIOR SPACE

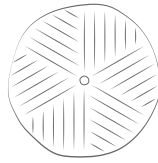
FRONT BRICK PATIO 47'X21'
BACK PATIO 55'X50'
EASILY TENTED
• TO EXPAND GARDEN SPACE
FOOT BRIDGE
PECAN GROVE (PARKING ONLY)

CAPACITY

HORS D'OEUVRES 175 GUESTS
• UTILIZING INTERIOR SPACE
HORS D'OEUVRES 350 GUESTS
• UTILIZING INTERIOR & EXTERIOR SPACES
BUFFET MEAL 90 GUESTS
• UTILIZING INTERIOR SPACES
BUFFET MEAL 250 GUESTS
• UTILIZING INTERIOR & EXTERIOR SPACES
SEATED SERVED MEAL 90 GUESTS
• UTILIZING INTERIOR SPACES



5301 BLUFF ROAD • COLUMBIA, SC 29209
MAILING ADDRESS: 100 EAST EXCHANGE PLACE • COLUMBIA, SC 29209
(P) 803-783-5732 • **(F)** 803-783-2083 • THE SOUTHERN WAY.COM



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INCLUSIONS WITH RENTAL OF THE MILLSTONE AT ADAMS POND & SOUTHERN WAY CATERING

10 COCKTAIL ROUNDS
7/48" ROUNDS
2 HIGH TOP BAR STATIONS
3/60" ROUND TABLES
75 CHAIRS

STANDARD TABLES & LINENS FOR FOOD
2 LATTICE BARS
ACCESS TO ALL COMMON AREAS
BUG & MOSQUITO SPRAY
SECURITY/UNIFORMED OFFICERS

OPTIONS TO ADD:

ADDITIONAL STANDARD TABLES
\$12 EACH + DELIVERY

ADDITIONAL STANDARD CHAIRS
\$4 EACH + DELIVERY

FIRES IN FIRE PLACES
\$175 EACH

HIGH POWERED OUTDOOR FANS
\$250 EACH

CEREMONY SETUP AND SPACE
\$350+ FEE

STANDARD GREENERY PACKAGE

\$100-\$475 BASED ON CUSTOM ORDERS

Custom Greenery packages offers a selection of palms, topiaries, ficus trees, ficus trees with lights, magnolia trees, ferns, ivy and other seasonal plants.

TO RESERVE THE MILLSTONE AT ADAMS POND:

**DEPOSIT OF 50% OF
THE VENUE RENTAL**

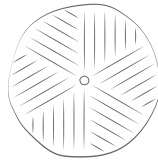
SIGNED CONTRACT



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FREQUENTLY ASKED QUESTIONS

1. IS IN-HOUSE CATERING REQUIRED AT THE MILLSTONE AT ADAMS POND?

Yes, in-house catering is required through Southern Way Catering. Southern Way has the ability to exceed all of your expectations in commitment to service, presentation of food, and taste.

2. CAN THE MILLSTONE AT ADAMS POND ACCOMMODATE A BAND OR DJ?

Yes, The Millstone has sufficient electrical outlets to satisfy the needs of one DJ or a band. The Millstone does have an office space available for a dressing room if required by the band or DJ. Four dedicated circuits are on the porch for the band or DJ.

3. WHAT TYPE OF SECURITY IS NEEDED?

The Millstone does require a security guard at all events after 3pm & weekends. The Millstone provides Security for a maximum of 5 hours. The guard will be an off-duty uniformed officer with any SC police force or an employee of a licensed, bonded, & insured security firm. The guard is required to be at the facility 30 minutes before the event starts & remains until all the guests & staff have left the building & the building is secured.

4. CAN THE HOST SUPPLY THE ALCOHOLIC BEVERAGES FOR THE EVENT?

Yes – Neither The Millstone nor Southern Way sells alcoholic beverages. However, Southern Way can provide Bar Service. Southern Way's bar service can include ordering & handling of the alcoholic beverages, standard mixers, bar set up, bar fruit, cocktail napkins, stirrers, ice, & bar cups or bar glasses.

5. DOES THE MILLSTONE OR SOUTHERN WAY PROVIDE BARTENDERS?

Yes, Southern Way does have bartenders available. We provide bartenders only (we will not accept outside bartenders).

6. DOES THE MILLSTONE AT ADAMS POND ALLOW FOR CASH BARS?

Even though The Millstone or Southern Way does not staff or provide cash bars, yes, the host may select to have a cash bar at The Millstone; however, the host must obtain a temporary liquor license from the SC Revenue Department & also select a licensed bar company that will provide a cash bar.

7. ARE HOTELS CLOSE TO THE MILLSTONE AT ADAMS POND?

Yes, there are several great hotels in the Downtown Columbia's nearby Vista.

COLUMBIA MARRIOTT
(803) 771-7000

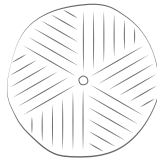
HAMPTON INN DOWNTOWN COLUMBIA
(803) 231-2000

HYATT PLACE COLUMBIA
(803) 978-2013

HILTON COLUMBIA CENTER
(803) 744-7800



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8. IS VALET SERVICE REQUIRED AT THE MILLSTONE AT ADAMS POND?

For groups of over 100 guests, valet service is required at The Millstone. We are happy to coordinate this service via Southern Valet for the client. (See Vendor List) For groups of 50-100 a parking attendant is required. For groups under 50 a parking attendant is suggested, but not required.

9. HOW LONG IS THE RENTAL PERIOD FOR A SATURDAY AT THE MILLSTONE AT ADAMS POND?

All rentals on Saturday at The Millstone are for a 12-hour period. You may pick any 12 contiguous hours up to midnight to have your ceremony, reception, or event at The Millstone. An additional hourly charge applies for events that end after midnight. Rental for other days of the week may be contracted by the 6-hour rental period.

10. HOW IS THE MILLSTONE AT ADAMS POND RESERVED?

A deposit of 50% of the venue rental by check (made payable to The Millstone at Adams Pond), cash, or credit card & a SIGNED CONTRACT are required to hold a date at The Millstone. The deposit is non-refundable but does apply to the balance of the rental bill.

11. DOES THE MILLSTONE AT ADAMS POND TAKE CREDIT CARDS?

Yes, THE MILLSTONE does take credit cards.

12. HOW IS SOUTHERN WAY CONFIRMED?

A \$2000 deposit for wedding receptions or a \$1000 deposit for all other events, in addition to a signed contract, is required to confirm Southern Way for your selected date. Because Southern Way is the exclusive caterer, you are guaranteed our services, but for legal purposes a contract and deposit are still required. The deposit is non-refundable but does apply to the balance of your SOUTHERN WAY bill.

13. DOES SOUTHERN WAY TAKE CREDIT CARDS?

Yes, in addition to cash, check, & money order, SOUTHERN WAY accepts credit cards (Master Card & Visa). A 2% service fee is charged for credit card use over \$10,000.

14. IS A GRATUITY REQUIRED?

A gratuity is not automatically added to your bill. A gratuity is never required but always appreciated.

15. CAN I HAVE MY BRIDAL PORTRAIT AT ADAMS POND?

Bridal portraits at The Millstone at Adams Pond are allowed free-of-charge exclusively for Adams Pond brides. Portraits can take place during business hours on the first Tuesday of every month. Should you be interested in scheduling your two-hour long session, please let us know and we can get you on the calendar! We will do our best to ensure you are the only bride taking portraits in your time slot, but know that there maybe other employees and/or clients on site.



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