



THE 4TH FLOOR



DISCOVER THE SPIRIT OF DUBLIN

Located in the heart of Dublin city centre, the Teeling Whiskey Distillery is the first operational distillery in Dublin to open its doors in over 125 years. The Teeling Whiskey Distillery is Dublin's newest destination for whiskey fans or for anyone with an interest in Dublin's long, historical association with Irish whiskey.

Come and experience first-hand the sound, smell and feel of a fully operational distillery, as the first Dublin whiskey is distilled for over 40 years.

For more information, please contact events@teelingwhiskey.com

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THE ALCHEMY ROOM

Decorated with hand crafted whiskey barrel chandeliers, The Alchemy Room is an atmospheric, unique space suitable for private meetings, presentations and seated lunches and dinners.

The Alchemy Room is available for private hire both during the day and for evening affairs.

The Alchemy Room hire includes:

Dedicated Event Co-ordinator

Exclusive access to our Alchemy Room

A PA system for speeches

Speakers for background music

A stage for entertainment

A large presentation screen - 110"

Wifi

Solid Oak Tables

X50 cushioned chairs

Distillery Tour with complimentary tasting of our small batch whiskey*

The capacity of the Alchemy Room is as follows:

30 pax boardroom conference style

48 pax banquet style

70 pax theatre style

70 pax standing

Room Hire €950 + VAT

*Pre-booking required – *Complimentary tour & tasting redeemable on the day of event only*

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THE POT STILL PARLOUR & FINISHING ROOM

With its U shaped table set up, The Pot Still Parlour is the ideal venue for private tastings, dining, meetings and receptions. The Finishing Room is an adjoined space next door, which is perfect as a breakout space & for refreshments / lunch. Available for hire from 8am till 6pm.

Private hire includes:

Dedicated Event Co-ordinator

Exclusive use of The Pot Still Parlour & Finishing Room

X25 cushioned chairs

U shaped table set up

Wifi

Natural Daylight

Private Balcony

Distillery Tour with a complimentary tasting of our Small Batch Whiskey for up to 25 people.

The Capacity of The Pot Still Parlour is:

X25 hollow u-shaped boardroom

Venue Hire: €1200 + VAT

**Pre-booking required*

Complimentary tour & tasting redeemable on the day of event only

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THE FINISHING ROOM

Beautifully decorated with its warm tones and soft furnishing this is the ultimate VIP bar for your guests. Suitable for private parties, cocktail receptions, intimate whiskey tastings and casual mixer events.

Room Hire of The Finishing Room includes:

Dedicated Event Co-ordinator

Full use of a Private Bar

Expert Bar Tender

Private Balcony

Distillery Tour

Capacities

With existing furniture (mix of standing & seating) X50

Room Hire €800 + VAT

With use of The Alchemy Room €1600 + VAT

With use of Pot Still Parlour €1200 + VAT

***The Alchemy Room, Pot Still Parlour & The Finishing Room
€2200 + VAT***

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ADDED EXTRA'S

Catering (inc. VAT)

Tea/Coffee:	€3.00pp
Tea/Coffee/Biscuits:	€3.50pp
Tea/Coffee/Pastries:	€5.00pp
Sandwich Platter	€10.00pp

For more substantial catering, please see our panel of approved caterers.

Guest Speaker:	€200
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Cocktail/Irish Coffee Demo:	€20pp*
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*Pricing only applicable with venue hire of the Finishing Room

Upgraded tasting:

Trinity Tasting:	€10pp
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Distillery Select Tasting:	€15pp
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Above prices are VAT inclusive

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1. Access

- Access for set up purposes can only be permitted from 5.50pm on the ground floor & 7.15pm on the first floor. This is to avoid disruption to our tours. These times allow for guest access from 7.30pm
- Access for 2nd Floor spaces (Alchemy, Finishing Room, Pot Still Parlour) are as agreed with Events Co-Ordinator/management.
- Standard bar times apply for last orders. Guests will be required to leave the premises.
Sundays: 11.00pm
Monday – Thurs: 11.30pm
Fri & Sat: 12.30am

2. Food & Beverage

- All catering for events at Teeling Whiskey Distillery must be supplied by an approved catering partner of Teeling Whiskey Distillery. All other catering is not permitted on the premises.
- Teeling Whiskey Distillery reserves the right to supply all drinks for events. Guests are not permitted to supply their own beverages.
- Final Numbers and catering requirements must be confirmed at least 7days prior to event, or as stated by Events Co-Ordinator. This must be communicated in writing.
- Final number provided are the numbers that you will be charged for. Should numbers increase, you will charged accordingly.
- Tour and a tasting of our small batch tasting is included in venue hire for up to x100 people. Additional charges apply for numbers of over 100 people.

3. Extra's

- VAT will be charged at the current rate at time of the event.
- Teeling Whiskey Distillery reserves the right to ask any participant to leave the site should they behave in an inappropriate manner.
- All event requirements i.e. catering, entertainment, etc. and event timings must be made in writing to Teeling Whiskey Distillery.
- Final numbers for catering, gift bags, drinks are the minimum numbers that you will be charged for. Should your numbers increase throughout your event, you will be charged accordingly.
- Nothing may be nailed, screwed or attached to any of the buildings fixtures and fittings.
- Security is mandatory for all events over 80 people. Additional charges apply.
- Furniture hire is required for full venue formal sit down dinners.

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- Teeling Whiskey Distillery does not assume responsibility for loss or damage to any items left on the premises, before or after the event.

- 4. Payment/Cancellation Policy
- A non-refundable deposit is required to secure your booking (50% venue hire, unless stated otherwise). Your booking will not be considered confirmed until payment has been received. Payment must be received no later than 1 week prior to your event.
- In the event of cancellation, the client will be liable to provide payment, based on the following timescale, and as a percentage of the estimated value of the booking:
 - 12 months prior to the event: 10%
 - 6 months prior to the event: 25%
 - 3 months prior to the event: 50%
 - 1 month prior to the event: 75%
 - 1 week prior to the event: 100%
- A date must be secured for any postponed events, within 2 weeks, otherwise the above payment policy applies. There is no charge to postpone an event, once a new date has been confirmed.

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