



Are you ready to plan an absolutely fabulous event?



WOW Your Guests at Maven Space.

Located in the historic Gibson Company building in downtown Indianapolis, Maven Space features two stunning and unique event spaces with floor-to-ceiling windows and loads of natural light, affordable on-site parking, and a flexible, wide-open floor plan with state-of-the-art A/V and event recording and streaming capabilities.

Maven Space is the perfect spot for sales kickoff meetings, corporate retreats and meetings, baby and bridal showers, gender reveal parties, networking events, birthday, anniversary and holiday parties.

With an “anything is possible” attitude and a team of wildly passionate and immensely capable women making things happen, Maven Space is the most fabulous, unique and flexible meeting and event venue in town. Maven Space Events feature creative, seasonal, fresh cuisine presented by [Fork & Function](#), our exclusive in-house catering partners.

Ready to plan something fabulous?

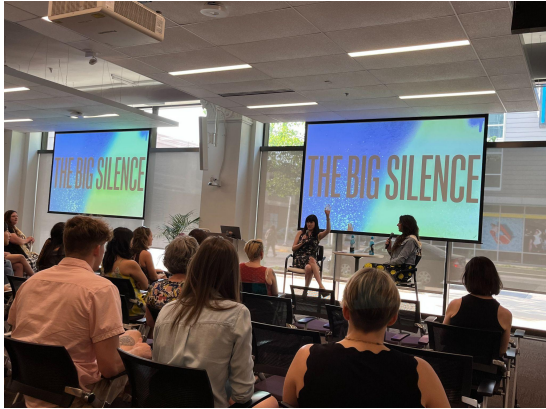
Contact Karen Kennedy, event sales director, today.

Call: 317-650-8386

Email: karen@mavenspace.co



Meeting and Event Spaces and Rates



Mavens Learn Event Space

2335 square feet

200 auditorium-style; 100 seated dining

A/V and meeting equipment included with this event space:

10 Wireless mics and 4 Lavaliers

6' x 10' overhead projection screens (3)

44" x 56" mobile white boards (4)

Includes 6' and 8' banquet tables, chairs and

linen for up to 64 guests. Additional rentals may be needed for larger groups.

A/V tech assistance for live streaming, event recording and specialized video starts at \$200/hour and will be quoted separately.)

Rental Rates:

- Monday-Friday: \$250 per hour; Saturday-Sunday: \$375 per hour
- Full day (8 hours) rental, Monday-Friday: \$1800



Maven Cafe

1800 square feet

75 seated dining; 250 cocktail reception

Hourly rental (M-Th): \$175

Hourly rental (Fri, Sat, Sun): \$275

Minimum 3 hours, to include set-up and clean up for a 2-hour event.

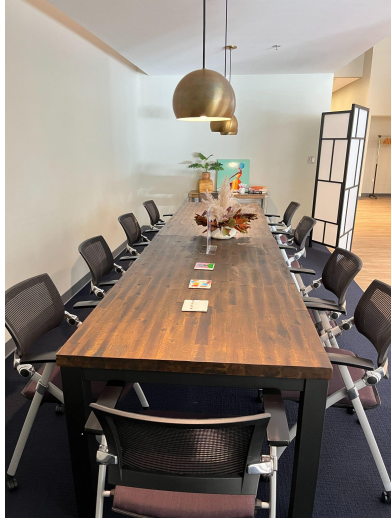
Entire Space

5000 square feet; 150 seated dining; 300 cocktail reception

Rental Rates:

- Monday-Thursday evenings: \$450 per hour; Friday-Sunday: \$550 per hour
- Full day (8 hours) entire space (available Saturdays and Sundays) \$5500 (includes event space A/V and all-day, on-site coordinator fee.)
- Events must end by 10 pm, building must be locked by 11 p.m.

Meeting and Event Spaces and Rates



Mavens Meet Boardroom (semi-private)

240 square feet

Seats up to 14

Hourly rental: \$40

All-day (8 hours) rental: \$300



The “Share Your Genius” Content Studio/Meeting Room (private)

240 square feet

Seats up to 10

Hourly meeting space rental: \$50

All-day (8 hours) meeting space rental: \$375



Content Studio and equipment rental:

\$50 per hour (includes use of Rodecaster Pro production console, along with 4 mics and headphones.)

Need help with your podcast?

For an additional \$25 per hour, we can supply a technician for you!



Food and Beverage Menus

Self-serve ice water is provided for all meetings and buffet-style meals.

Breakfast and Meetings

Breakfast meeting coffee service: \$4.00 per person

- Hubbard and Cravens coffee and hot tea service

All-day coffee and beverage service: \$5.00 per person

- Hubbard and Cravens coffee and hot tea service
- Assorted sodas and iced tea

All-day snack service: \$5.00 per person

- Assorted whole fresh fruit
- Assorted individual salty snacks
- Granola bars

Afternoon cookie break: \$3.00 per person

Continental Breakfast: \$7.50 per person

- Orange and cranberry juice
- Fresh fruit salad
- Assorted breakfast pastries

Hot Breakfast/Brunch Menu A: \$22.00 per person

(Minimum= 20 guests)

- Orange and cranberry juice
- Fresh fruit salad with honey-lime dressing
- Fluffy scrambled eggs with chive creme fraiche
- Maple espresso glazed bacon
- Sweet and golden potato hash
- Assorted breakfast pastries

Hot Breakfast/Brunch Menu B: \$27.00 per person

(Minimum= 20 guests)

- Orange and cranberry juice
- Fresh fruit platter
- Tomato, chicken sausage, spinach and cheddar frittata
- Roasted vegetable strata
- Maple espresso glazed bacon
- Sweet and golden potato hash
- Mini muffins and coffee cake

Breakfast/Brunch Ala Carte and Add-Ons

| | |
|---|------------------|
| Yogurt parfait bar with house-made honey-almond granola, mixed berries and Greek yogurt: | \$3.75 per guest |
| Smoked salmon and mini bagels with lemon-dill cream cheese , capers and red onions | \$5.00 per guest |
| Seasonal spinach salad | \$3.75 per guest |
| Mini tarragon chicken salad croissants | \$4.00 per guest |

Add a bit of bubbly!

| | |
|--|-------------|
| Mimosas | \$7.00 each |
| Mimosa bar with assorted juices (Charged on consumption; \$24 per bottle, plus \$4 per person for juices) | |

Buffet Lunches

Please Note: Buffet meals are planned as self-serve. If you wish for your guests to be served from the buffet, please notify us on booking so that additional staffing can be added to your event as needed.

- Self-serve ice water is provided for all buffet-style meals.
- Add iced tea or lemonade for \$2.50 per person. (\$3.50 per person for both.)
- Add cookies and brownies to any buffet luncheon for \$2.00 per person.
- Add a dessert buffet of cookies, brownies & mini pastries for \$5.00 per person.

Boxed Lunch: \$18.00 per person

(Minimum= 15 guests, minimum of 5 per sandwich selection on assortments.)

Please notify us of any gluten-free guests in your group.

- Tarragon chicken salad on a croissant (or on greens for GF)
- Turkey BLT with pesto aioli on sourdough bread
- Veggie wrap: hummus, bell peppers, cucumbers and spinach on a tomato basil tortilla
- Broad Ripple Chip Company potato chips
- Chocolate chip cookie

Salad and Sandwich Buffet: \$24.00 per person

(Minimum= 15 guests)

- Tarragon chicken salad
- Fresh seasonal green salad
- Fresh fruit salad with honey-lime dressing
- Croissants and rolls
- Broad Ripple Chip Company potato chips
- Chocolate chip cookie

Taco Bar: \$23.00 per person

(Minimum= 15 guests)

- Chicken tinga
- Sweet potato & black bean
- Chopped garden salad with Chipotle Ranch and Cilantro Lime Vinaigrette
- Corn tortilla chips and guacamole
- Accompaniments: Fire Roasted Salsa / Shredded Cabbage / Pickled Onion / Chihuahua Cheese / Sour Cream / Flour Tortillas

More Buffet Lunches

Pasta Bar: \$22.00 per person

(Minimum= 15 guests)

- Sliced, marinated chicken
- Penne pasta
- Cheese tortellini
- Marinara sauce
- Caesar salad
- Breadsticks
- Parmesan cheese and crushed red pepper

BBQ Pork Buffet: \$23.00 per guest

(Minimum= 15 guests)

- Pulled Pork BBQ Sandwiches
- Chipotle Honey BBQ Sauce & Carolina Mustard Sauce
- Pimento Mac & Cheese
- Smoky Baked Beans (VG)
- Fresh Fruit
- Cole Slaw

Executive Lunch: \$27.00 per person

(Minimum= 15 guests)

- Pan seared chicken breast with creamy mushroom sauce
- Roasted garlic mashed potatoes or herbed wild rice pilaf
- Herb roasted carrots
- Seasonal Spinach Salad
- Rolls and butter

Mix & Mingle and Receptions

Self-serve ice water is provided for all receptions. Add iced tea or lemonade for \$2.50 per person. (\$3.50 per person for both.)

Charcuterie Plus: \$18.00 per person

(Minimum= 15 guests)

- Bountiful charcuterie board with assorted meats, cheeses, dried and fresh fruit, olives, nuts and crackers
- Fresh veggies and pita chips with hummus and spinach artichoke dip
- Assorted mini cookies, bars and chocolates

A Simple Nosh: \$12 per person

- Fresh fruit and cheese display with assorted crackers
- Fresh veggies and pita chips with hummus and spinach artichoke dip

Charcuterie Board: \$13 per person

- Bountiful charcuterie board with assorted meats, cheeses, dried and fresh fruit, olives, nuts and crackers

Light Hors d'oeuvres Reception: \$24.50 per person

(Minimum= 25 guests)

- Crostini with Goat Cheese, Fig Jam and Toasted Almonds
- Sweet potato chips with black bean hummus, guacamole and salsa layered dip
- Bountiful charcuterie board with assorted meats, cheeses, dried and fresh fruit, olives, nuts and crackers
- Fresh veggies with hummus and spinach artichoke dip
- Assorted mini cookies, bars and chocolates

Charcuterie Cups: \$12.50 each

Delightful, individual cups filled with assorted meats, cheeses, dried and fresh fruit, olives, crackers and dark chocolate-covered pretzels.

“Around the World” Wine and Food Tour \$48.00*

(Minimum= 25 guests)

Want to give your guests a completely unique food and wine adventure? Take them on a culinary “tour” at Maven Space. Each station around the Cafe is a different destination. It’s a fabulous way to get your guests interacting and sampling lots of different food and wine!

Sample Stations:

New Zealand: Grilled shrimp with kiwi and mango salsa; paired with Sauvignon Blanc

Spain: Albondigas (Spanish meatballs); paired with Rioja

France: Brie tartlet; paired with White Bordeaux

Argentina: Corn and potato empanadas; paired with Malbec

Italy: Tiramisu; paired with Prosecco

*Please note: an additional staffing fee of \$250 applies to this package.

Heavy Hors d’oeuvres Reception A: \$48 per person

(Minimum= 25 guests)

- Shaved beef tenderloin sliders with horseradish aioli, pickled red onions, arugula and tomatoes
- Bacon-wrapped chicken bites with boursin and fig glaze
- Shrimp with tequila lime cocktail sauce
- Crostini with goat cheese, fig jam, and toasted almonds
- Bountiful charcuterie board with assorted meats, cheeses, dried and fresh fruit, olives, nuts and crackers
- Mini twice baked potatoes
- Fresh veggies and pita chips with hummus and spinach artichoke dip
- Mini pastries, berries and truffles display

Heavy Hors d’oeuvres Reception B: \$34 per person

(Minimum= 25 guests)

- Cranberry BBQ meatballs
- Blackened chicken sliders with spinach artichoke spread on brioche
- Petite salmon cakes with lemon-caper aioli
- Fresh fruit and cheese display with assorted crackers
- Mini twice baked potatoes
- Sweet potato chips with black bean, salsa & guacamole layered dip
- Mini pastries, berries and truffles display

Ala Carte Hors d'Oeuvres and Add Ons: (priced per person)

- Cranberry BBQ meatballs \$4.50
- Shrimp with tequila-lime cocktail sauce \$6.00
- Pork Tenderloin crostini w/ Boursin & Cran-Apple Chutney \$4.50
- Ahi Tuna on Wonton with Wasabi Aioli \$5.00
- Petite salmon cakes with lemon-caper aioli \$5.00
- Bacon-wrapped chicken bites with boursin and fig glaze \$4.25
- Shaved beef tenderloin sliders with arugula,
horseradish aioli, pickled red onions and tomatoes \$5.75
- Blackened chicken sliders
with spinach artichoke spread on brioche \$4.50
- Spinach artichoke mini stuffed peppers \$3.25
- Mini twice baked potatoes \$4.25
- Sweet potato chips with black bean,
salsa & guacamole layered dip \$3.75
- Fresh fruit and cheese display with assorted crackers \$6.00
- Fresh veggies & pita chips with hummus & spinach artichoke dip \$4.50
- Mini pastries, berries and truffles display \$6.00



Plated Dinner Menu A: \$35.00 per person

Salad Course:

Chopped Garden Salad; Balsamic and Honey Mustard Dressings; fresh rolls & butter

Entree:

Pan Seared Chicken Breast with Sun Dried Tomatoes, Artichokes, and Spinach with Roasted Potatoes

Dessert:

Triple Chocolate Cake

Plated Dinner Menu B: \$47.00 per person

Salad Course:

Mixed Greens with Dried Cranberries, Toasted Almonds, Gorgonzola, and Balsamic Vinaigrette; fresh rolls & butter

Entree:

Fig Glazed Pork Tenderloin; Sautéed Green Beans & Roasted Garlic Smashed Potatoes

***Or**

Pan Seared Chicken; Creamy Mushroom Sauce, Herbed Rice Pilaf & Sautéed Green Beans

Dessert:

Decadent Apple Cheesecake

Or: Dark Chocolate Peppermint Roll

*Please add \$3.00 per person if you would like to offer your guests a choice on the entree and dessert options. Final meal count is due no less than 72 hours prior to your event.

Dinner Menu C: \$62.00 per person

Salad Course:

Mixed Greens & Pear Salad with Goat Cheese, Candied Pecans, and Orange Poppy Seed Dressing; fresh rolls & butter

Entree:

A duo of Herb Roasted Beef Tenderloin and Pan Seared Shrimp with Tomato Basil Relish, Roasted Garlic Smashed Potatoes, and Lemony Broccolini

Dessert:

A trio of Chocolate Cake, Chevre Cheesecake and Fresh Berries



Buffets are planned as self-serve. If you wish for your guests to be served from the buffet, please notify us on booking so that additional staffing can be added to your event as needed.

Buffet Dinner A: \$33.50 per person

Chopped Garden Salad; Balsamic and Honey Mustard Dressings
Pan Seared Chicken Breast with Sun Dried Tomatoes, Artichokes, and Spinach
Herbed Rice Pilaf
Sautéed Green Beans
Fresh Rolls & Butter
Triple Chocolate Cake

Buffet Dinner B: \$45.00 per person

Mixed Greens with Dried Cranberries, Toasted Almonds, Gorgonzola, and Balsamic Vinaigrette
Pan Seared Chicken with Creamy Mushroom Sauce
Fig Glazed Pork Tenderloin
Roasted Garlic Smashed Potatoes
Sautéed Green Beans
Fresh Rolls & Butter
Dark Chocolate Parfait
Apple Crisp Cheesecake

Beverages:

Self-serve ice water is provided for all buffet meals.
Add coffee service for \$4.00 per person.
Add iced tea and lemonade for \$3.50 per person.



Spirited Affairs

Maven Space proudly offers spirits, beer and wine that are women-owned or women-produced, (and also Indiana-based, whenever possible.)

| | Glass | Bottle |
|---|-----------|--------|
| White Wine: | | |
| Equality (white blend); Mallow Run | \$9 | \$39 |
| Riesling; A to Z | \$9 | \$39 |
| Chardonnay; Manifest; Sip and Share | \$9 | \$39 |
| Sauvignon Blanc; Marques de Carceres | \$8 | \$37 |
| Moscato; Easley Winery | \$7 | \$35 |
| Pear Rose; Daniels Vineyard | \$9 (can) | |
| Blush Wine: | | |
| White Zinfandel; Love; Sip and Share | \$9 | \$39 |
| Rose; Chapoutier Bellerouche | \$8 | \$37 |
| Red Wine: | | |
| Cabernet Blend; Artist Series; Mallow Run | \$10 | \$42 |
| Cabernet; Storypoint | \$9 | \$39 |
| Pinot Noir; Cloudline | \$9 | \$39 |
| Red Blend; Dark Horse | \$8 | \$37 |
| Malbec; Dona Paula Los Carson | \$9 | \$39 |
| Bubbles: | | |
| Brut Bubbles; Daniels Vineyard | \$9 (can) | |
| California Sparkling; Wyclif | n/a | \$24 |
| Cider: | | |
| Dry Cider; Ash and Elm | \$6 (can) | |
| Fleeting Youth (raspberry-lemon); Ash and Elm | \$7 (can) | |
| Beer: | | |
| Yacht Rock; Indiana City Brewery | \$8 | |
| Great Day IPA; Guggman Haus | \$8 | |
| Guggenweizen Hefeweizen; Guggman Haus: | \$7 | |
| Sun King Cream Ale | \$7 | |
| Sun King Pachanga | \$7 | |
| Sun King Osirus | \$7 | |

Spirited Affairs

Ready-to-Drink Cocktails:

| | |
|--|------|
| Cucumber Basil Lime Vodka; Adult Spring Break (ASB) | \$11 |
| Strawberry Bitter Orange Gin; Adult Spring Break (ASB) | \$11 |
| Old Fashioned; St. Elmo | \$13 |
| Sparkling Vodka Pear Elderflower Cocktail; Two Chicks | \$10 |
| Sparkling Tequila & Grapefruit Cocktail; Two Chicks | \$10 |
| Gin & Tonic; 8th Day Distillery | \$10 |
| Maui Mule; Cardinal Spirits | \$8 |

Mocktails and Soda:

| | |
|---|-----|
| Lemon-Cranberry Spritzer | \$5 |
| Canned Sodas (Coke, Diet Coke and Sprite) | \$3 |

Guided Group Wine Tastings with Sommelier Bellini Becky

This is a 1 1/2-hour guided wine tasting experience with Indianapolis' own Bellini Becky, a certified Level One sommelier and wine travel expert. Includes six 1.5 oz pours of a variety of wines, along with an introduction to wine tasting and food pairing. It's a fun and interactive experience for your whole group!

Pricing:

- \$350 for up to 10 people
- \$650 for up to 25 people
- \$950 for up to 50 people

Mixology Classes with Mixo Indy (min 10 ppl; max 20 ppl)

The mixology class is another great way to get your group mixing (literally!) and mingling. They'll learn the nuances of creating craft cocktails and get recipes to take home with them.

Pricing: \$75 per person



Make Your Event Even MORE fabulous...

Charcuterie Board Design Classes with Nakia Miller

Learn how to design a stunning charcuterie board that will wow your friends. Take home a small board and enjoy some nosh while you're here!

Pricing: \$42 per person

Wreath Design Classes with Nakia Miller

Learn how to design a beautiful seasonal wreath to bedazzle your front door and take home your fabulous creation!

Pricing: \$42 per person

Chair Massages

Relax and unwind after a long day of meetings with chair massages for your group.

Pricing available upon request.

Mid-Meeting Yoga Break

Get your group up moving and stretching with a mid-day yoga break. They'll return to their meeting refreshed, rejuvenated and ready to get back to business!

Pricing available upon request.

Add fresh greenery to your tables: \$40.00 per table

Add custom fresh flower centerpieces: \$80 per table

Meet the Maven Space Events Team!

The Maven Space Events team is comprised of a group of dynamic, fun, capable women with a flair for creativity, a keen eye for detail and an unwavering can-do attitude. They're standing by and ready to make you look like a hero at your next event by providing extraordinary service, exceptional food and an unforgettable event your guests will talk about for years to come.



Karen Kennedy, Director of Event Sales and Marketing

Karen has a long history in events and hospitality management. As a manager, owner and consultant, she has worked in upscale restaurant concepts in Chicago, northern Indiana and Vermont. In Indianapolis, she owned an events and catering company called Small Potatoes. Karen loves nothing more than a party, and her philosophy has always been, "The answer is YES. What is the question??" She lies awake at night dreaming of ways to make events more festive and unique.



Nakia Miller, Event Designer and Director

Nakia holds a BFA in Visual Communication from Herron School of Art & Design. She spent more than a decade in the advertising world as a producer in photography and print production. In 2014, she launched A Handcrafted Affair, a design blog and studio that focused on handmade props and decor for events and editorial styling. She now brings that passion for creating extraordinary events here to you, at Maven Space.



Sarah Showalter, Executive Chef

Sarah studied Hospitality and Tourism Management at Purdue after discovering a passion for food and entertainment. She moved to Chicago to attend culinary school at Kendall College and, upon graduation, served as the chef at Indianapolis' Oh Yumm Bistro for 7 years, as well as a personal chef and caterer. Now a mother of three, she continues to prepare wholesome, delicious cuisine for both her family and her customers. An avid gardener, she enjoys cooking with ingredients she's grown herself and sharing her love of all things local.



Things to Know

Private Event Policies

- Maven Space is an adults-only space. All guests and participants at your event must be 21+.
- Upon contract signing, a 50% deposit (on both room rental fees as well as estimated food and beverage based on your minimum food and beverage guarantee) is required to secure your event space.
- Your expected attendance for your event must be received by Maven Space no less than five business days prior to your event date. Once we receive your expected attendance, you'll receive an invoice for your minimum guarantee or your expected attendance, whichever is greater. Your balance must be paid in full no less than 48 hours prior to your event.
- Deposits are non-refundable if your event is canceled less than 30 days prior to your scheduled date. Rescheduling of events will be accommodated as possible.
- Please notify Maven Space as soon as possible if your guest count increases after you've given us your expected attendance. We will do our best to accommodate your additional attendees and will issue an invoice for your additional guests. Should your actual attendance exceed your expected attendance, you will be issued a follow-up invoice for your additional attendees.
- Failure to vacate meeting and event spaces within the time reserved, or accessing areas during your event that were not included in your original reservation will result in additional charges.

Private Event Service Charges and Fees

- All food and beverage prices are subject to 7% sales tax, 2% Marion County food and beverage tax, and a 22% gratuity/service fee.
- All event space rentals are subject to 7% sales tax.
- Plated meals are subject to place setting/service charges for rentals, beginning at \$5.00 per guest.
- Based on the complexity of your event, your room rental may be subject to a room setup and cleanup fee, and/or an additional event coordination fee.
- For weekend events, as well as events that are scheduled to end later than 8:00 p.m. during the week, building security must be retained. The cost is \$50 per hour.



Outside Catering

- Outside caterers are welcomed at Maven Space. Our catering kitchen does not have hot food prep equipment, but does offer refrigeration, prep space, a dishwasher and a 3-bay sink. There is also an ice machine onsite.
- The outside catering fee will be based on the complexity of your event, but the maximum amount is \$500.00. Should you choose this option, you agree to be responsible for room set-up and clean-up, and provide all of your own service items, including disposable plates, forks, napkins and cups.

Parking

- Metered street parking is readily available along Capitol, Michigan, Vermont and Illinois.
- There is an on-site paid lot (credit card only) on the south end of the building, accessible from Capitol Avenue.
 - Monday-Friday daytime rates:
 - \$8 for up to 3 hours, \$11 for 3-24 hours.
 - Evening rates (in after 5 pm) rates:
 - \$3 flat fee
 - Saturday and Sunday rates:
 - \$5 flat fee
- Event hosts may also purchase parking passes for their attendees. We must have a final count at least 48 hours prior for the amount of parking passes needed. Once these have been paid for, no refunds can be issued for unused passes.
- Parking lot capacities: 100 cars during the day; 200 cars after 5:00 p.m.

Not-for-Profit Organizations

Maven Space wants to be a good partner to all of the amazing organizations that serve our community and make Indianapolis a wonderful place to live and work. We are pleased to offer Not-for-Profit organizations a 10% discount on Maven Space room rentals. Tax exemption certificates must be submitted upon event booking.

Maven Space is located at:

433 N. Capitol Avenue (at Michigan), Suite 100, Indianapolis, IN 46204

Learn more at mavenspace.co

Ready to plan something fabulous?

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Call: 317-650-8386 Email: karen@mavenspace.co