



MARRIOTT
ATLANTA AIRPORT
GATEWAY



EVENTS MENU

meetings imagined
PEOPLE INSPIRED. MARRIOTT DELIVERED.

Information

Safety Regulations

To comply with fire safety regulations, no open flames are allowed. Candles enclosed in votive containers or hurricane lamps are permitted. Any potentially flammable items used for the event will require approval and may require additional licenses and permits from the city. Pyrotechnics are strictly prohibited. Under no circumstances can fire exits be blocked in any area of the hotel. All diagrams will require approval from the hotel and are subject to hotel and city fire and safety specifications.

Shipping & Receiving

The patron will be responsible for the appropriate charges. Packages for meetings may be delivered to the hotel three working days prior to the meeting date. Please see your Event Manager for more details

Displays & Decorations

All displays, signage and or decorations proposed by the patron will be subject to approval of the hotel. All signage must be professional in appearance. Under no circumstances should anything be nailed, screwed or otherwise affixed to the walls or fixtures of the hotel. Pipe & drape is available to hang banners at a minimum charge of \$200 per banner (up to 8').

Electrical

Lighting, audio visual, entertainment and exhibits requiring power are subject to a fee for hookup and use of electrical. Please provide your requirements to your Event Manager.

Function Payment & Required Deposits

Full payment must be received in advance, unless credit has been established with the hotel. Non-refundable deposits are required for all social and weekend functions.