



***UNDER CURRENT COVID GUIDELINES:**

VENUE CAPACITY

Theater-Style: 50

Standing Only: 87

Cocktail Reception: 87

Seated Meal: 64

INCLUDED

60-inch round tables
each seats 8 guests

8-foot buffet tables
(7 available)

6-foot buffet tables
(6 available)

bar stools
(20 available)

paper plates + plastic utensils

RENTALS

see page 3 and 4

for:
tables
chairs
linens
place settings

Wedding Events at

THE
DISTRICT ROOM

RECEPTIONS

\$2,000

- 6 hours of facility use, including setup + teardown
- Sound equipment (wireless mic, mounted speakers, sound board; connect play lists via BlueTooth)
- Wi-Fi
- Option for a stage, customizable in 4x4' sections up to 12x20'
- 3 flat screen TVs, customizable with scrolling images or a personalized message or logo (also connected to satellite TV)
- Projector with 20-foot dropdown screen (HDMI hookup required)
- 60" round tables (12)
- Setup and breakdown of TDR-supplied equipment
- Trash cleanup and disposal
- On-site facility manager
- Extra hours = \$250 each

CEREMONIES

*Capacity of 50 maximum under COVID-19 Phase I guidelines.

\$500

- 3 hours of facility use, including setup + teardown
- Sound equipment (wireless mic, mounted speakers, sound board; connect play lists via BlueTooth)
- Wi-Fi
- Room setup and teardown
- Trash cleanup and disposal
- On-site facility manager
- If reception is not being held at TDR, ceremony must be finished and cleared out by 5 pm.

REHEARSAL DINNERS

\$1,000

- 4 hours of facility use, including setup + teardown
- Sound equipment (wireless mic, mounted speakers, sound board; connect play lists via BlueTooth)
- Wi-Fi
- Option for a stage, customizable in 4x4' sections up to 12x20'
- 3 flat screen TVs, customizable with scrolling images or a personalized message or logo (also connected to satellite TV)
- 60" round tables (12)
- Setup and breakdown of TDR-supplied equipment
- Trash cleanup and disposal
- On-site facility manager
- Extra hours = \$250 each



PHASE 1 REQUIREMENTS

Food/Alcohol

Buffet items will be served by attendants, wearing gloves and masks, while guests stand a safe distance back (see page 3 for rates) to receive their plates. Alcohol sales must end by 11 pm, with drinks finished by 11:30 pm.

Hand Sanitizer

will be available to all guests.

Surfaces

such as door handles, windows, counters and chairs will be cleaned with ammonia throughout event.

Tables and Chairs

No more than 8 chairs at a table, tables spaced at least 6 feet apart.

BOOKING

A signed event agreement and non-refundable deposit in the amount of the rental fee are required to secure a date. In addition, a valid credit card must be placed on hold for incidentals.

Wedding Events at

THE
DISTRICT ROOM

continued

ADDITIONAL INFO

Food + Beverage

The District Room features a commercial catering kitchen and full bar, so no outside food or beverages are permitted. You may find our full in-house catering menu on our website, thedistrictroom.com, under the Venue tab. We do, of course, make exceptions for specialty items such as wedding cakes; we only ask that you give us prior notification if you plan to bring one in.

Decorating

You are welcome to bring in your own furniture, linens, dishes, place settings, décor items, decorations and personal items. We restrict the use of fog machines and confetti canons, and we ask that nothing be attached to our original brick walls or drywall.

Transitioning from Ceremony to Reception

If you plan to hold both your ceremony and reception at The District Room, we ask that everyone in your party exit the building between the two wedding events. This will allow our team space to transition and sanitize the room quickly. Depending on the reception style you have planned, this can take 30 to 90 minutes.

We are located within a short walk of several bars, coffee shops and restaurants.



THE DISTRICT ROOM

Setting the Table

OPTION A

\$4.00
per setting

Linen Napkin in White or Black
Dinner Plate (Round, White)
Salad Plate (Round, White)
Silver Flatware: Butter Knife, Dinner Fork, Teaspoon

OPTION B

\$4.50
per setting

Linen Napkin in White or Black
Dinner Plate (Round, White)
Salad Plate (Round, White)
Silver Flatware: Butter Knife, Dinner Fork, Teaspoon
Water Goblet

OPTION C

\$5.25
per setting

Linen Napkin in White or Black
Dinner Plate (Round, White)
Salad Plate (Round, White)
Silver Flatware: Steak Knife, Butter Knife, Dinner Fork,
Teaspoon
Water Goblet

OPTION D

\$7.50
per setting

Linen Napkin in White or Black
Charger (Round, Gold or Silver)
Dinner Plate (Round, White)
Salad Plate (Round, White)
Silver Flatware: Butter Knife, Dinner Fork, Salad Fork,
Teaspoon, Dinner Spoon
Water Goblet
Wine Glass

OPTION E

\$8.00
per setting

Linen Napkin in White or Black
Charger (Round, Gold or Silver)
Dinner Plate (Round, White)
Salad Plate (Round, White)
Silver Flatware: Steak Knife, Butter Knife, Dinner Fork,
Salad Fork, Teaspoon, Dinner Spoon
Water Goblet
Wine Glass

Pictured: Gold Chavari Chairs,
Gold Chargers



THE DISTRICT ROOM

Around the Room

30" ROUND COCKTAIL TABLE

Room for 4

\$12.00

each

120" ROUND LINEN

Black or White

(fits 30" round cocktail or 60" round cafe height tables)

\$12.00

each

PADDED FOLDING CHAIR

White with White Seat or
Birchwood with Ivory Seat

\$2.00

each

CHAVARI CHAIR

Silver or Gold

\$5.50

each

Services

BUFFET ATTENDANT

\$12.00

each, per hour

BARTENDER

\$15.00

each, per hour

BAR SETUP

\$150.00

SECURITY PERSONNEL

Required for events serving alcohol;
Minimum of 2 guards

\$30.00

each, per hour

COAT CHECK

\$150.00

4-hour service

CAKE CUTTING

\$125.00

Pictured: 120" Round White Linens, White Padded Folding Chairs, Silver Flatware