



Event Space
Frequently Asked Questions

Q: Can I tour the space?

A: We host an Open House on Tuesdays and Thursdays from 4:30-8:00 P.M. No need to schedule an appointment, just swing by on Tuesdays and Thursdays for a tour and to see some of our add-ons in action. In the event of inclement weather, please call our front office to confirm operating hours.

Q: What's the parking situation?

A: On nights and weekends, guests may use the whole parking lot, from our suite down to Eisenhower Ave. -roughly 80 spaces. We ask that clients and guests do not park on the other side of the lot that belongs to Scramble and the yoga studio. Should you need it, there is overflow parking available one block away at 5001 Eisenhower Ave that must be requested two weeks in advance of the event date.

Q: Are you pet friendly?

A: Yes! Please bring your dog! Your cat is welcome, too, but please expect them to be much less enthusiastic than their canine counterparts. For any other species, please ask the event coordinator about logistics and legalities.

Q: Are there any noise restrictions?

A: There are no noise restrictions, inside or outside.

Q: Do you have speakers?

A: Yes! We have a full sound system. Guests can play music in the following ways:

- Connect to our Wi-Fi and play wirelessly on Spotify
- Plug into our speakers via 3.5mm auxiliary cord (both aux to aux and aux to lightning cables are provided)
- A DJ, using our speakers, connected through XLR ports around the room
- A DJ, using the DJ's speakers

Q: Can we hang decorations?



A: Of course! What is an event without decorations? We ask that you do not use any nails or screws. You may use push pins on the wood walls and the green wall at the front. You may also use tape (on non-painted surfaces), command strips, and string throughout the space. Any leftover decorations (think glitter, confetti, balloons) may incur additional charges.

Q: Are chairs and tables included in the rental fee?

A: The following furniture is included in all rentals:

- o (9) 8'x3' Farmhouse Tables
- o (1) 9'x3' Farmhouse table
- o (4) 6'x2.5' folding table
- o (3) 3' diameter cocktail tables, adjustable height
- o (5) 2' diameter cocktail tables, fixed height (for use on the patio)
- o (60) cushioned wood chairs
- o (60) beige metal folding chairs

Q: Are linens included in the rental fee?

A: No, we do not offer linens.

Q: What is the event space capacity?

A: Our space can hold 120 people for seated events and 200 people, standing room only.

Q: Are we required to use certain vendors?

A: No, you may use any vendors you'd like. We do have a list of recommendations if you're not sure where to start.

Q: What are the operating hours of the venue?

A: There is no official opening or closing time. Event time between 12:00 AM – 7:00 AM is \$550/hour.

Q: Do you have a dressing room for us to get ready?

A: We have a classroom space that is perfect for dressing, hair, and makeup. There is a \$200 fee to use the room and it is subject to availability. Guests may use the events office, one person at a time, as a changing room for no additional fee.



Q: Things have changed since the last time I was here. (Not a question but a commonly heard statement.)

A: That tends to happen around here. The Garden's primary function is a maker space. We are comprised of creative individuals with an eye toward problem-solving. We are continuously improving, expanding, and beautifying the venue. We hope you like what we've done with the place!

Q: Can I bring my own alcohol?

A: Yes, you may bring alcohol to the space, so long as your event has applied and received approval for a banquet license from the [Virginia Alcoholic Beverage Control](#).

Q: Is there outdoor space?

A: We have created a Pinterest worthy patio that is included in all venue rentals. It includes six picnic tables, a sectional couch, and four Adirondack chairs. There are string lights along the fence and in the trees. There are three propane heaters and wood burning firepit available as add-ons. We can also stanchion the parking lot and bring out cocktail tables to expand the outdoor area.

Q: Is there a kitchen?

A: Yes, we have a warming kitchen adjacent to the event space, that is included in all rentals. There are no cooking appliances or exhaust fans, but plenty of counterspace for prep, two microwaves, and a full-sized refrigerator and freezer. Grills may be used outside.

Q: Do you provide ice?

A: No, we do not provide ice. We do have a large ice bin that holds roughly 100 pounds of ice.

Q: What is the venue address?

A: The Garden Alexandria
5380 Eisenhower Ave.
Suite C
Alexandria, VA 22304

Please make sure to use "The Garden Alexandria" on all invitations and correspondence so that your guests do not mistakenly head to the "The Garden Del Ray."