



**\*UNDER CURRENT COVID GUIDELINES:**

## **VENUE CAPACITY**

---

**Theater-Style: 50**

**Standing Only: 87**

**Cocktail Reception: 125**

**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



## **COVID-19 REQUIREMENTS**

---

### **Food/Alcohol**

Food buffets are permitted, while guests stand six feet apart. (Buffet servers are available; see page 3 for rates.) Bar walkup is permitted while maintaining social distance.

### **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. 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](http://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** **\$12.00**  
Room for 4 each

**120" ROUND LINEN** **\$12.00**  
Black or White each  
(fits 30" round cocktail or 60" round cafe height tables)

**PADDED FOLDING CHAIR** **\$2.00**  
White with White Seat or each  
Birchwood with Ivory Seat

**CHAVARI CHAIR** **\$5.50**  
Silver or Gold each

## Services

**BUFFET ATTENDANT** **\$12.00**  
each, per hour

**BARTENDER** **\$15.00**  
each, per hour

**BAR SETUP** **\$150.00**

**SECURITY PERSONNEL** **\$30.00**  
Required for events serving alcohol; each, per hour  
Minimum of 2 guards

**COAT CHECK** **\$150.00**  
4-hour service

**CAKE CUTTING** **\$125.00**

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