

## Commerce Room- Wedding Receptions



The Commerce room can seat up to 300 guests for a full seated dinner with dance floor. It features adjustable led lighting, white leather lounge booths, beautiful sheer draping, new dance floor and lighted chandeliers.

## Penthouse & Rooftop Receptions



The Penthouse is located on the 3rd floor and features a large lighted chandelier and two private balconies that overlook an open-air deck of approximately 5,000 square feet. This combination can accommodate up to 200 guests for a full seated dinner in the Penthouse followed by dancing and cocktails on the rooftop.

**April-June & September-December**

Friday \$5,500 Saturday \$6,500 Sunday \$4,900

**January-March & July-August**

Friday \$4,500 Saturday \$5,500 Sunday \$4,500

All venue rentals include the set-up of 60" round tables & black chiavari chairs, up to 6 cocktail tables with black chiavari bar stools and full length table linens. Also included are up to 4- 8ft rectangular tables for catering. 1-6ft or 8ft for sign-in, 1-6ft or 8ft for gifts and 2- 6ft or 8ft for cakes.

**Additional Fees:**

Security \$200 (up to 5 hours) Cleaning fee \$250

**Rental Times:**

Events may last as late as 12:30am on Friday, 1:30am on Saturday and 11:30pm on Sunday. An additional hour is allowed for vendors to break-down at the end of your event. The maximum time allowed for a reception is 5 hours with an additional hour for a ceremony and an additional hour for a cocktail hour. Vendors may access the venue for set-up 3hours prior to the start time of your event.

### Catering

We have a list of preferred caterers and can send you their sample menus/pricing. Outside catering is also allowed. All caterers must be licensed and have general liability insurance. Outside caterers must sign the outside catering agreement and pay a \$250 cleaning security deposit, (100% refundable)

### Alcohol

You may bring in the alcohol to be served to your guests. It must be placed behind the bar and served by 2616 Commerce TABC Certified Bartenders. Bartenders are \$25 per hour and must include 1.5 hours for set-up and 1.5 hours for clean-up. A host liquor liability insurance policy will also be required and can be purchased through [wedsafe.com](http://wedsafe.com) for \$150

### Hotels

The Magnolia, The Hyatt and The NYLO Dallas South Side both offer free shuttling to and from our venue. The contact information for each of them can be found on the vendor page of our website.

### Parking

There are several private lots very close to the venue. Parking is \$5 per car on the weekends. We can also reserve the city parking lot next to the venue so that guests do not have to pay for parking. The cost is \$550 and includes an attendant to block it off from the public and direct guests into the venue. We will also put out 3 signs with arrows one on Commerce Street and one at each turn.

## Wedding Ceremonies



### Ceremony Pricing

If you are having your reception at 2616 Commerce you have the option to also have your Ceremony with us. All ceremonies include the use of our newly remodeled bridal suite. Set up of white garden chairs for the deck or black chiavari chairs for the Penthouse and white aisle runner are also included with the ceremony fee.

Up to 100 guests: \$1,250

100-200 guests: \$1,500

4 Post Canopy with white sheer fabric:  
\$250



### Cocktail Hours

If you are having your ceremony at 2616 Commerce you can add a cocktail hour for an additional \$1,000. Included in this fee is the set-up of up to 4 cocktail tables, full length table linens, 1 or 2 tables for appetizers and guest sign-in table.

If you are having a ceremony at another location the fee to add a cocktail hour set up either on the deck or in the Penthouse is \$1,250.