

## The Sound Event Space FAQ

What is the rental fee for an event at The Sound?

Our rental rates vary based on the time of week, season, length of event, etc. Please send an email [events@thesoundtx.com](mailto:events@thesoundtx.com) detailing the nature of your event, estimated attendance and total event timing, and we'll get back to you as soon as possible.

What type of events do you host at The Sound?

Our spaces are versatile, and we are capable of hosting a multitude of events, including but not limited to:

- Cocktail Parties
- Corporate Events
- Panels
- Weddings
- Photo Shoots and Filming
- Album Release Parties
- Film Screenings
- Holiday Parties
- Pop-Up Shops
- Exhibitions
- Birthday Parties
- Launch Events

Can I use an event planner?

Yes. We prefer the use of an event planner or organizer as it will allow for a more successful, event with little to no complications because they are experienced and well equipped for most situations.

What dates are available for rental?

Please contact us for availability by emailing [events@thesoundtx.com](mailto:events@thesoundtx.com)

What is required to book an event?

A 50% deposit of the rental fee is due at the time of booking. The remaining balance is due at least 14 days before the event. We accept payment via check and credit card.

Are there any restrictions on vendors I can use?

Yes, please consult our list of required and preferred vendors.

Do I need to provide my own insurance?

We do require you to provide a certificate of insurance that covers you and your vendors. Your caterer may be able to add your vendors as additional insured to their policy. Your or your caterer's policy should include Host Liquor Liability if you are serving alcohol.

Is there parking available?

Yes, please see our parking map. If event requires valet, please see vendor list for required valet vendor.

When can we get in to set up?

You may set up as early as you would like based on availability, keeping in mind that your set-up time will be factored into your rental cost.

Who is responsible for clean-up?

You and your planner are responsible for removing all décor, gifts, and additional large items that do not belong to the venue. We have a cleaning crew that does detail cleaning and there is a post event cleaning fee that we add to your invoice.

Do you have an elevator for the Town Hall?

Yes. Clients must abide by the hours and reserve the elevator in advance.

Is smoking allowed?

There is absolutely no smoking or vaping allowed inside the venue.

Is the building wheelchair accessible?

Yes. All guests requiring ADA access can enter and exit the venue through the main building lobby.

Can I put signs out in front of the venue?

This is allowed on a case-by-case basis. Please consult us prior to ordering any signs.

Are there bathrooms?

Yes, the Town Hall has a men's and women's restroom. The Sound retail building also has a men's and women's restroom available to the general public. For concerts or events on the Events Lawn, port-o-potty's will be required.