



Revised: 08/16/2023

Information

Floral: The only vendor you are required to use when you book House of DIRT is DIRT Flowers for your floral and decor needs, as well as for all rentals (including tents and heaters). You can choose from a variety of floral a-la-carte options, or you may select from our most popular options below:

- Centerpieces for all tables (13), *starting at \$600* (additional tables extra)
 - Includes rental of assorted vintage vessels and bud vases, props and risers
- 2 large bar arrangements, *starting at \$300*
 - Includes coordinating foliage (additional floral extra)
- Stage greens, *starting at \$500*
- Additional items, *prices vary*
 - Examples: cake flowers, memorial chair flowers, signage flowers and more
- Personal flowers, *prices vary*
 - Examples: bouquets, boutonnieres, corsages and more

Dishes and Glassware: House of DIRT has its own mix-matched, vintage patterned and white dinner and cake plates available for rent along with coordinating assorted glassware, which is amber, green, brown, blue, milk glass and clear. All are designed to match the venue perfectly. We have silver and gold charger plates, clear water, wine, and rocks glasses, champagne flutes, Gatsby champagne coupes, vintage coffee cups, gorgeous dinner napkins, cake stands, trays, utensils, bowls, and assorted other kitchen and serve-ware that can be rented from us for additional fees. We also offer an assortment of designer disposable/biodegradable plates and napkins for sale. Silverware is typically the responsibility of the caterer, however, if you do rent dishware from us, we will provide silverware for your guests at no charge. We do have a policy that any *disposable* silverware, glassware, or plateware used must be biodegradable. House of DIRT strictly prohibits single use plastics including plastic water bottles. If single-use water is desired, we recommend the paper cartons. House of DIRT will provide glass self-serve water stations at no cost to the client. Please see the Rental and Services Pricing Guide at the back of this packet for more details. If our in-house rentals do not fit your aesthetic then our staff insists on and is happy to handle rentals for you using outside sources.

Linens: We have a variety of linens available including vintage, crochet tablecloths and doilies, vintage hand-dyed dinner napkins, designer paper cocktail and dinner napkins, and traditional linens. We are happy to handle your linen and napkin needs. Prices vary according to style. Black linens are always placed over the wooden spool tables on the front porch at no charge.

House of DIRT Bartending Service and Ice: House of DIRT is pleased to be able to offer you custom bartending service at our venue. All House of DIRT bartenders are TABC certified experts in creating craft cocktails and serving clients with a high level of style and professionalism.

Bartender Rates:

- \$75 an hour* for beer and wine only, plus 20% gratuity.
- \$125 an hour* for cocktails and/or beer and wine, plus 20% gratuity.
- If you have over 75 guests, you will most likely need a second bartender, at a rate of \$75 an hour, plus 20% gratuity. The hourly minimums do not apply to the second bartender.
- Bartender must be contracted for duration of the event including setup and breakdown times

* Staff rates for 2023-2024 only

You, the client, must provide the liquor, wine, beer, mixers, garnish, straws, picks, cocktail napkins, and any and all other items needed to serve your bar. Bartenders will provide their own bartending tools. These items must be dropped off at the venue the day before or on the morning of your event. This will not affect your vendor arrival time. You must coordinate your glassware rentals through House of DIRT. If you have hired a House of DIRT bartender, they will purchase ice for you before the event. Prices for ice range (depending on guest count and bar needs) from \$40-\$70 on average for beer and wine only. For a beer, wine and cocktail bar, the cost of ice can differ greatly depending on what is being served. If you or a caterer are providing your own ice, it should be delivered to the venue at your vendor arrival time, not sooner, as there is no freezer on-site. House of DIRT does provide two small coolers for ice storage. Any additional coolers are the responsibility of the client or caterer.

House of DIRT Busser, Security Staff, and House Representative:

- We require all clients to hire a busser/barback from us. This will be in addition to the staff that may be provided by your caterer. The cost for this serviceperson is \$60 an hour* plus 20% gratuity. The requirement of a busser is the decision of the House. A second busser may be necessary depending on guest count and food/alcohol service.

- House of DIRT requires all events to have a security guard present. House of DIRT will provide this person for a rate of \$350* for up to 6 hours, with an additional charge of \$100* per hour after that.
- House of DIRT provides a house representative free of charge. The house representative will assist with adjusting the lighting, temperature, windows and doors, guest needs, the moving of all furniture, power and extension cords, decorations, rental items, vendor needs, music volume, and much more. Guests are not permitted to move furniture, climb on ladders, chairs, tables, or fences, adjust thermostats or music volume, light candles, or any activity that changes or alters the space. **Please note that the house representative is not an event coordinator.**

* Staff rates for 2023-2024 only

Availability Checking: To inquire about availability, email us at events@houseofdirt.com or call DIRT Flowers (our headquarters) at 214-242-9533.

Event Duration: The House can be booked for any duration of time except for on Fridays and Saturdays. On Fridays, events must be booked for at least three hours. On Saturdays, events must be booked for at least four hours. This minimum applies to the actual event only and does not include the required hour for vendor setup or the required hour for vendor breakdown. Those hours must be booked in addition to the event duration hours.

For Wedding Ceremonies:

Ceremonies must begin no earlier than 30 minutes after Guest Arrival Time. For example, if your Guest Arrival Time is 6:00pm, then your wedding ceremony should begin at 6:30pm. We require this in order to protect the Vendor Setup hour from 5:00pm-6:00pm and any time you might need between 6:00pm and 6:30pm before the ceremony begins.

Tours: We would love to show you around! We do ask that you set an appointment in advance so that we may give you the full, undivided attention that you need. You can set an appointment by emailing us at events@houseofdirt.com, by calling the shop, or by booking your own appointment online from the homepage of our website.

Booking: We require a security deposit of \$1,000 (check or credit card information on file) and a 50% non-refundable deposit of the hourly rental fee in order to secure your date. All other expenses will be added to the balance. The balance is due 30 days before your event. The security deposit check is NOT CASHED unless something was stolen, damage was done to the property, or a major rule was broken at your event. If none of these apply, then in ten business days after the event your check will be destroyed or your credit card authorization form will be shredded.

Payment: Checks, cash, money orders, or Zelle are preferred, but we accept credit card payments with an additional 3% processing fee. The security deposit is only payable by check or by filling out a credit card authorization form. We also require a credit card on file as backup for all events.

Some Frequently Asked Questions and Answers:

Can I hold my date until I make a decision?

We will hold your date for 5 days from your initial consultation. After that time, the date will revert to a first-come, first-served basis.

What if I cancel after booking?

We understand that things come up and plans change. Please let us know as soon as possible if this happens to you. Your 50% rental deposit is non-refundable under all circumstances. Again, deposits will not be refunded for any reason. We *will* refund the balance (only) of the rental fee plus floral, rented items and staff needs, and security deposit if you cancel within 30 days of your event. If you cancel within 7 days of your event, you *will not* get back the remainder of your rental fee or floral, rented items, or staff needs, however, the security deposit will be returned to you.

What if I want to move my date after booking?

You may move your booked date one time without penalty if your originally-booked date is more than six months from the day you are requesting the change. Additional date changes outside of the six-month window will incur a fee of \$1,000 each. If your request falls *within* six months of your originally-booked date, you must pay a date change fee of \$1,000. You may postpone your date as many times as you like, incurring the fee each time and paying any difference in rate. You may request to be moved to a sooner date without penalty (subject to availability, of course).

Should I get event insurance?

We do not require our clients to purchase event insurance but we do *strongly* recommend that you do so. This type of insurance is typically quite affordable and many clients find it to be well worth the cost. House of DIRT will do everything within our power to ensure that your event is executed without incident, however, please note that refunds will not be issued if events are unable to be executed due to weather damage, inclement weather, pandemic, fire, or property damage. Events that are impossible to execute will be rescheduled without penalty to you, the client. Also note that if at any point during your event the house staff is made to feel unsafe by you or your guests, we reserve the right to terminate your event. We also reserve the right to terminate your event and remit the security deposit if the house manager's requests for rules to be followed are not met. No refunds of any kind will be given if the manager terminates an event.

Do I get extra time to set up or breakdown?

We require each client to book at least one hour before guest arrival time and one hour after guest departure time to allow for setup and cleanup. Fridays have a minimum event time of 3 hours and Saturdays have a 4 hour event time minimum. The setup and cleanup time are booked *in addition* to your event time. Your caterer or other vendors may need more than one hour to set up or to break down. If this is the case, each hour must be rented by you. Please discuss the setup and breakdown time requirements thoroughly with your vendors before booking to ensure that you have rented them enough time for their preparation and cleanup needs.

How many guests can I have?

House of DIRT is classified as a restaurant with a maximum occupancy of 100 people. During the COVID19 pandemic, our occupancy has varied. Please inquire about the status of current ordinances.

Are children allowed?

We do allow children and babies at the venue however we strongly discourage children under twelve at events where alcohol is being served. If more than two children are present for longer than two hours we highly recommend that clients hire a professional babysitter. All children under twelve must be supervised by an adult at all times and guests with unruly children will be asked to leave.

Can I bring my own decor?

House of DIRT is completely decorated and additional decor is not allowed. All flowers, place cards, signage, and additional decor must be provided by DIRT Flowers. We do allow you to bring personal photos, mementos, guestbooks, monogrammed napkins, and items of that nature. Please inquire about all specific items you would like to bring. Final decisions regarding allowance of outside items will be made by the House of DIRT owner. Some items we strictly prohibit are balloons, banners, pinatas with candy or other filling, confetti, candles, centerpieces, and photo backdrops. Some items we allow are lawn games, sparklers, favors, koozies, matchbooks, monogrammed napkins, empty pinatas, table numbers, "reserved" signs, professional photo "booths", picture props, drink menus, and seating charts. Please inquire for more information on decor. The venue is decorated twice a year in neutral decor for fall and winter. We will not remove or alter the seasonal decor.

What if it rains?

There are several adjustments we can make without involving tent rentals if it rains. Our staff is very experienced in setting up events and ceremonies inside the covered areas with very little notice and are happy to do so. You should, however, plan on renting an outdoor tent for the backyard area if inclement weather is a major issue for you. We are happy to research rental fees so you can have that plan on standby, just in case. Please notify us at least four weeks in advance if weather is a serious concern.

Do you have a stage/arbor? (Does it have power, lighting?)

Our backyard includes a permanent stage with an arbor that can be decorated with floral and/or the lighting of your choice for an additional fee. There are three strings of cafe lights outside in the backyard which provide ample light for average activities. Photographers and videographers may want to bring additional lighting if they deem it necessary for their needs. There is power behind the stage for vendors. Additional installed lighting must be outsourced through the House. We can install our own disco ball and light for an additional fee. It can be installed either on the stage or in the sunroom.

Do you have a sound system for me to use?

We have a very basic sound system at House of DIRT, which you are welcome to use. This system will provide sound to the inside, as well as front and back porches and yard. We will use our House tablet which only plays Spotify. Please make your Spotify playlist "public" and searchable so that we can play it from our tablet. The house representative will not operate music from a client's hardware (for example your laptop or phone) but you are welcome to do so yourself. If dancing-level or louder than conversational-level music is required you will most likely want to hire a DJ. We will provide the DJ with a 6-foot table and linen free of charge. We do not have any microphones or sound equipment at the House. Those kinds of items must be provided by the DJ.

Do you have WIFI?

Yes! The WIFI password is available upon request. Please note that the house staff is not able to assist with setting up or monitoring live streams.

Do you have a kitchen and what is included?

We have a kitchen that is available for use by professional catering services only. All kitchen staff must have a valid and current Food Handler's Certificate issued by the State of Texas. Our kitchen amenities include a microwave, fridge, sinks, prep tables, 6-burner stovetop, and cooktop grill. There is not a freezer or an ice machine. There are two small ice chests provided for your use at no charge. Assorted additional appliances and kitchen serving items are available to rent. Please inquire for selections and pricing. Please also note that we *do not* provide to-go boxes or saran wrap for leftover food or cake. These items must be provided by the caterer or by you, the client.

Do you have parking?

The best way to navigate the Bishop Arts District is to use a car service such as Uber or Lyft. You may use our side driveway for parking two cars. The gravel parking lot to the left of House of DIRT is *NOT parking for the venue*. We are also happy to cone off the two on-street parking spaces in front of the House of DIRT porch if you need them. (There are times when this may not be possible if

other vehicles are parked there and have not moved.) We recommend that you mention limited parking, car services, and valet options in your invitations.

Valet service is usually available in the Bishop Arts District within one block of the venue. Guests are responsible for paying the per-car charge. Please contact the valet service if you would like to cover this cost for your guests or if you are expecting a large amount of valet patrons. Bishop Arts District does not allow outside valet companies to operate.

Bishop Arts District Valet

(214) 523-9009

info@rpvaletparking.com

Can I bring my own alcohol? (and serve it myself?)

You must provide your alcohol as well as any mixers and garnishes you need and surrender it to the TABC certified bartender. All unconsumed alcohol and mixers will be returned to you at the end of the event. Guests are *not* allowed to serve themselves alcohol at any time. Flasks are not permitted and will be confiscated if seen. Champagne walls and other self-serve alcohol features are not permitted. Any guest found serving themselves alcohol may be asked to leave.

Is smoking allowed or is there a smoking section available?

The entire property is non-smoking. Smokers may smoke in the gravel lot to the north of the house in the designated smoking area. Cigarette and cigar butts must be disposed of in provided receptacles. Guests found smoking on the property (not in the designated smoking areas) will be asked to leave. Not properly disposing of cigarette or cigar butts is cause for loss of security deposit. Vaping is allowed throughout.

Can I bring my own caterer/photographer/DJ?

Yes. There is only a \$125 buyout charge for bringing a caterer that is not on our preferred list. We still need to approve the caterer. We ask that they dress in appropriate professional catering attire and that their aesthetic be fitting to the House of DIRT style. We have a no-logo placement policy for vendors. There is no charge for outside photographers, food trucks/carts, or entertainment.

Can I bring my own food?

No. All food must have been prepared in a certified commercial kitchen and be provided by a professional catering service approved by House of DIRT.

Who is going to cut the cake?

Cake cutting and plating is a service commonly provided by caterers, for which most will charge. House of DIRT is happy to provide this service for an additional \$75 per cake.

Who is going to rearrange all of the seating in the backyard after the ceremony?

We have one set of chairs that will be used for the ceremony and then moved for dining. If you are having both a ceremony and then a seated meal, you will most likely need our staff to bring all of the chairs inside in a timely manner before food service starts. This is called a 'flip' and there is an additional \$75 charge. Guests are *not allowed* to execute a flip or move any plants, tables, chairs or any other furniture.

Who will clean up empty glassware and dirty plates during the event?

A House of DIRT busser/barback is required for all events where food and beverage is being served. If you will be renting glassware you will need an additional busser for every 50 guests. The bussers not only clean up empties, but they will wash and reset them for the bartender. This ensures that you will not run out of glassware and cuts down on the amount of rentals you will need. A House of DIRT busser is \$60.00/ hour plus 20% gratuity and is required from vendor arrival time to clean/lock time. Hourly minimums do not apply to additional bussers.

Can we just come and get everything tomorrow?

Yes. House of DIRT offers a 'Clean, Pack and Next Day Pick Up' service for \$300. This means that you and all of your guests can depart at your guest departure time. We will pack up all of your items (including leftover food and cake) and set them in a designated area. You will just need to schedule a time to pick everything up the following day. We are here to help and want to make your event as easy for you as possible.

Should I get an event coordinator?

Not necessarily, but it is always recommended that you have someone to help coordinate all of your vendors and, more importantly, your friends and family if you have a complex event. If you need help finding one, please reach out and we can get you in touch with someone we trust. As a reminder, the House Representative is there to help you with whatever we can during your event, but is not an event coordinator.

Please reach out if you have any more questions! 214-242-9533 or events@houseofdirt.com

DIRT Flowers Basic Flower Prices

(prices vary according to design)

Personal Flowers

Bridal Bouquets: on average \$225.00

Bridesmaid Bouquets: on average \$95.00

Boutonnieres: \$18.00 (+\$10.00 for succulent/air plant)

Corsages: pin-on \$35 wrist \$45

Posies: \$35

Bridal hair halo: on average \$65.00

Flower girl hair halo: on average \$45.00

House of DIRT Approved Caterers

Using one of these caterers will prevent you from paying a catering buyout fee

Taco y Vino

tacoyvinodallas.com

Wendy Krispin Catering

wendykrispincaterer.com

Big and Rich Catering

sdavis75119@gmail.com

(214) 399-7583

Inspirations Catering

inspirationscatering.net

(682) 270-8352

Beyond the Box Catering

info@btbweddings.com

Foodbeyondthebox.com

(214) 641-2348

Blue Mesa Southwest Grill

blumesagrill.com

dallascaters@blumesagrill.com

Eno's Pizza Tavern

enospizza.com

Lockhart Smokehouse

lockhartsmokehouse.com

Bohemian Boards - gourmet charcuterie

bohemian.board@gmail.com

Cafe Momentum

cafemomentum.org/dallas/

(214) 303-1234

The Tamale Company

cartsandcatering.com

**food trucks do not incur a catering buyout fee, but do require at least 2 bussers*

Some other recommended vendors:

Crumb & Kettle
crumbandkettle.com
469-626-8488

Cretia's Bakery
cretias.com
214-942-9887

Emporium Pies
emporumpies.com

The Salty Donut
saltydonut.com
972-707-9889

DJ - Jason Abbott
bigjdallas@gmail.com
972-339-0027

DJ - Blake Ward
djblakew@gmail.com

The Rich Girls - 80s cover band
richgirlsdallas.com

Joe Rose - guitar and band
holymoly78@gmail.com
817-602-5963

Justin Cash - guitar and vocals
justincashmusic.com

Dave Washburn Jazz Band
davewashburnjazz.com

Linda Battson Art - calligraphy & signage
hello@lindabattsonart.com
512-200-2260

The Leitzingers Photographers
theleitzingers.co

Sarah Pyo Photography
sarahpyophotography.com

A Sea Of Love Photography
aseaoflove.com

I'm ready to book House of DIRT!

CHECKLIST

- Let us know within 5 days of your initial visit that you want to book our venue. We'd love to have you!
- Deliver or send us your \$1,000 security deposit check/ fill out the credit card authorization form., for incidental purposes. Your check will not be cashed/card will not be charged unless there is damage to the property or unless any of the major rules are broken during your event.
- 50% of your total venue rental fee is required to reserve your date on our calendar. This is payable by a separate check, credit card, or cash.
- Read over, then sign the venue rental agreement and send it back to us.
- Find your floral inspiration, and compile to bring to your floral consultation. We recommend using a pinterest board to keep all your inspiration together.
- Select your vendors. We can help you source a band, musicians, DJ's, catering, photo wagons, coffee carts, etc.
- If you need any additional elements, order them with us ahead of time to ensure we have all you need (dinnerware, space heaters, crocheted table covers, linen dinner napkins, champagne glasses, etc.)
- Send us your list of outside vendors for approval with contact information (wedding planner, caterer, photographer, bakery, etc.)
- Purchase all alcohol, garnishes, cocktail napkins, etc. to be served by our bartender at your event (if applicable).
- Brainstorm on how you would like the marquee in front of House of DIRT to read. Hashtags are a lot of fun. Guests will usually take pictures in front of the marquee.
- Pay any remaining balance 30 days before your event takes place, by the date indicated on your venue rental agreement.
- Schedule your final walk through (about a month or so before) to discuss any final details and answer any last minute questions you may have. We will go over the following:
 - Floral (arrangements, bouquets, etc.) Make sure you have your inspiration!
 - Floorplan (Where catering will be set up, guest entrance, etc.)
 - Timeline of event
 - Final vendors
 - Catering Plan (staff they are bringing, buffet, plated or drop off. Cleanup, etc.)
- Schedule an appointment to drop off all of your event items (alcohol, garnishes, personal pictures, etc.) preferably the day before your event.

2023-2024 VENUE RENTAL RATES

	JAN-MAY	JUNE-AUG	SEPT-DEC
MONDAY TUESDAY WEDNESDAY	\$531/ HOUR	\$484/ HOUR	\$593/ HOUR
THURSDAY SUNDAY	\$730/ HOUR	\$676/ HOUR	\$829/ HOUR
FRIDAY	\$825/ HOUR	\$764/ HOUR	\$937/ HOUR
SATURDAY	\$949/ HOUR	\$868/ HOUR	\$1067/ HOUR

Please note:

**There is a booking minimum of 5 hours on Friday and 6 hours on Saturday.
Events may be scheduled from 7am until 1am.**

**We require each client to book at least one hour before guest arrival time and
One hour after guest departure time to allow for setup and cleanup.**

Certain holidays will incur a higher rate.

PHOTO SHOOT RENTAL RATE: \$135/HOUR W/3-HOUR MINIMUM

House of DIRT Rentals and Services Pricing

GLASSWARE

Champagne flutes - \$2
Gatsby champagne coupes - \$2.75
Wine glasses, stemless, clear - \$1
Rocks glasses, clear - \$1
Glasses, vintage assorted - \$3.00
Coffee cups with saucers, vintage assorted - \$2.50
Creamer and sugar bowls, vintage assorted - \$1.50

DINNERWARE

Vintage assorted patterned plates:
dinner - \$3.00
cake/salad - \$2.00
Vintage assorted white dinner plates - \$2.50
White uniform plates:
dinner - \$1.50
cake/salad - \$1.50
bowls - \$1.50
Chargers - \$1.50
Palm leaf biodegradable plates:
dinner - \$0.70
cake/salad - \$0.58
Paper plates, assorted decorative designs:
dinner - \$1.50
cake/salad - \$0.95

FLATWARE

Silverware, vintage assorted - \$0.15 (no charge if renting dishes)
Silverware, uniform, styles vary - \$1.15
Wooden - \$0.35

KITCHENWARE

Coffee/tea/cocoa samovar - \$30
Cake Stands - \$10
Cake cutter and servers - \$5 each
Champagne buckets - \$10
Serving bowls, assorted vintage - \$4
Pitchers vintage - \$4
Serving trays, assorted vintage - \$6
Serving spoons and tongs - \$1
To-go boxes - \$1.75
Canned heat (Sternos) - \$3

NAPKINS

Cotton dinner napkins, vintage assorted, terra cotta or forest green - \$3
Paper dinner napkins, assorted vintage patterns - \$0.35
Paper cocktail napkins, assorted vintage patterns - \$0.25
Paper cocktail napkins, black (or other solid colors) - \$0.15
20" poly dinner napkins - \$1.30

LINENS

Vintage crochet/lace tablecloths (front porch, etc.) - \$28 each - black are complimentary

Tablecloths, poly, assorted solid colors, 90 x 156 - \$28

Tablecloths, poly, assorted solid colors, round - \$30

HARDWARE

Ice chests - \$34

Chafing dishes - \$12

Patio heaters, stainless steel w/propane (3 available) - \$145

Indoor 'fireplace' heaters (2 available) - \$35

Outdoor candle package - \$165

Interior candle & vintage oil lamp package - \$125

High-top cocktail table - \$20

Disco ball - \$75

Wooden "Reserved" signage - \$2

TENTS

Inquire. Prices vary.

ICE

Prices vary according to needs.

SERVICES

Security Guard - \$350* (up to 6 hours), \$100* per hour after that

Bartenders, Beer/Wine - \$75/hour* + 20% gratuity

Bartenders, Beer/Wine/Cocktails - \$125/hour* + 20% gratuity

Busser/Barback - \$60/hour* + 20% gratuity

Off-list catering buyout fee - \$125

Flip of backyard after ceremony - \$75

Pack-and-hold service - \$300

Cake Cutting & Plating - \$75 per cake

Sparkler Sendoff Execution \$50

Coffee Service - \$2/person + coffee cup rentals (renters to provide their own coffee, cream, and sugar)

* Staff rates valid in 2023-2024 only