



*the*  
**exchange**  
AT FALLON & BYRNE

## Capacity & Venue Hire

This elegant space can comfortably host up to 120+ very welcome guests at our round tables for a seated dinner, or up to 150 guests for a standing reception. Venue rental and minimum number requirements for weddings are as follows:

€1,500	Friday & Saturday dates	minimum 80 adults	bar closes 1:30am
€1,200	Thursday & Sunday dates	minimum 60 adults	bar closes 12:30am
€900	Monday to Wednesday dates	minimum 50 adults	bar closes 12:30am

Should your guest numbers fall below this, a minimum spend can be agreed upon in advance. Kindly note that events from mid-November through December require a minimum of 100 adults. Discounts are available for January, February, and last-minute bookings.

## Food & Beverage Requirement

For a sit-down meal, we ask for a three-course menu with a bar tab covering three drinks per guest.

For a standing reception, a comparable spend is required, which includes waves of delicious food and a bar tab of three drinks per guest.

Enhance your celebration with arrival drinks, canapés, late-night bites, menu supplements, and more.

## Wedding Ceremonies

The room is beautifully set for your ceremony, featuring our preserved floral backdrop as a stunning focal point for your vows. The setup includes an ivory wooden lectern, a cream carpet aisle runner, and chairs on either side, seating up to 120 guests. After the ceremony, two hours are allowed to transform the room for dinner while you enjoy your drinks reception.

The Exchange is an HSE-registered venue, available to hire for civil and humanist wedding ceremonies. The ceremony hire fee is an additional €750; please enquire for further details.

## Late Night License

Extend the party for one additional hour beyond your scheduled departure time and make the night even more memorable. To arrange a late-night extension, please provide written confirmation at least six months in advance so that we have time to secure the necessary licence.

The extension is available for an additional €650.





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## Venue Hire Inclusions

- A personalised wine-tasting experience in advance of your wedding.
- The services of our dedicated event managers, waitstaff, bartenders, cleaners, and security.
- Exclusive use of our elegant events space for the entirety of your wedding day.
- A celebratory bottle of bubbly to welcome the newlyweds on arrival.
- 6' round tables and high-top tables with crisp white linen tablecloths and napkins.
- Limewash wooden Chiavari chairs and barstools.
- A ceremony backdrop adorned with preserved floral arrangements and chiffon draping.
- A vintage mailbox for wedding cards and flameless candles in our stairwell.
- Mercury silver placename holders, calligraphy table numbers, and tealight with glass holders.
- Mirrored welcome sign, table plan, placename cards, menus, and a welcome sign in our Food Hall.
- Integrated Bluetooth sound system for personal background playlist.
- Cordless microphone, microphone stand, and hi-speed WiFi.
- Dimmable chandeliers, recessed lights, colourful bar counter LEDs, and uplighters.

## Additional Details

**Location & Accessibility** – The Exchange is located on the second floor at 11-17 Exchequer St, Dublin, D02 RY63, which is fully accessible by both lift and staircase, with restrooms adjacent.

**VAT & Service Charge** – All prices include VAT. A 12.5% service charge applies to all food and beverages.

**Service Hours** – Meal service times are flexible, with our kitchen operating until 10:30pm. Cold food may be served at any time during your event, provided it is arranged in advance.

**Menu Selection** – Menu items and prices are subject to change. Final food and wine selections are requested at least two months before your event. Supplements menu available for confirmed bookings.

**Corkage** – Fallon & Byrne does not offer a corkage service and provides a wine list from our extensive Wine Cellar for you to choose from.

**Accommodation** – There are a variety of boutique hotels, guesthouses, and Airbnbs in the area. We would be happy to provide hotel recommendations for your guests' stay.

**Vendors** – We do not provide any vendors or related equipment. We have worked with many reliable and reputable vendors, and are happy to share our recommended vendor list with confirmed bookings.

**Deliveries** – Additional room decorations and wedding items can be delivered the day before your event and must be collected the following day.

**Booking** – A provisional booking can be held for a maximum of two weeks, after which we request a €2,000 non-refundable deposit and a signed contract to secure your desired date.