DURHAM FOOD HALL EVENTS

LOGISTICS & PLANNING

INCLUDED IN-HOUSE AMENITIES

(All items below are covered by your 15% Administrative Fee—no extra rental costs)

STAFF SUPPORT Direct logistics assistance from your dedicated DFH Event Manager, plus full physical setup and breakdown of our in-house assets.

SEATING & TABLES Up to 100 in-house folding chairs, 6 large round tables (seat 8 each), and 10 eight-foot rectangle tables (seat 8 each).

AUDIO & STREAMING: In-house wireless microphone, portable PA speaker, integrated Sonos sound system, and a webcam for Zoom streaming.

MEDIA DISPLAYS: Built-in Event Gallery projector, 98" & 65" TVs for slide decks, videos, or presentations.

LINENS & DISPOSABLES: Standard black house linens for service tables, plus standard disposable plates, cups, and flatware.

PARKING & ARRIVAL LOGISTICS

(Venue Address: 530 Foster Street, Suite 1, Durham, NC 27701)

STREET PARKING: Metered spots on Foster St are $2.50/hour (Mon-Fri, 8 AM - 7 PM). Pay and track time via the **ParkMobile** app.

FREE WINDOWS: All street parking and public city garages are FREE on weekends and weekday evenings after 7:00 PM.

LIBERTY WAREHOUSE PARKING GARAGE: Enter on W Corporation St (between Foster and Rigsbee). Bottom floor public parking available *(Note: Durham Food Hall does not validate parking)*.

FREE FIRST-HOUR PARKING DECKS: Nearby city decks like the Morgan-Rigsbee Garage offer 1 hour of free parking during weekday business hours.

VENDOR & EVENT RULES

ACCESS WINDOWS: Standard rental includes 1 hour of pre-event load-in and 30 minutes of post-event load-out for outside vendors.

OUTSIDE VENDORS: Third-party florists, decorators, and DJs are welcome. All vendors must be fully licensed and insured, and must provide certificates to DFH 14 days prior.

DECOR BOUNDARIES: To preserve our space, no tape, nails, confetti, glitter, or open flames. .