



Frequently Asked Questions

What are Exchange ATX hours of operation?	Exchange ATX staff is available Monday - Thursday from 9:00 am - 4:00 and by appointment. Exchange ATX space is available for rent from 8 am - 11 pm Monday - Friday & 8 am - 9 pm on Saturdays Our space is not available for Sunday rentals
Can I schedule a tour?	Of course! We love showing the space and working with you to figure out your needs. Feel free to stop by during regular staff hours, give us a call at 737-777-355, or schedule a tour here .
Do you have free parking?	Yes! We do share our parking lot with adjacent businesses, but we can easily work through parking needs and parking is always free.
What kind of A/V equipment & technology do you have?	All space within Exchange has wifi connectivity. TVs (equipped with AppleTV), whiteboards, projection and HDMI connectivity are all available. Have you seen the 24' LED screen in our Auditorium? It's even better in person! We understand that technology can be intimidating for some...especially when it is a HUGE LED screen! We have a talented Production Staff that can be hired for your events to make your sights and sounds seamless!
Do I have to rent tables and chairs?	We have enough round table seating to accommodate 160, plus long tables to accommodate 50, in addition to black table linens. Over 400 chairs are available as well. This is all included in the base rental fee...no extra charge. If you do need to supplement additional tables, we can connect you with local rental vendors!
I need help with setup and/or teardown. Can you help?	We sure can! We have a team that is happy to put their muscles to work to get your space ready. Fees vary based upon size and complexity of event.
Do you have catering options?	We do not have an onsite caterer or exclusive arrangement with any vendor, so you are free to bring in whomever you choose.
Do you host weddings & receptions?	Congrats! We would love to see if our space would work for you. Just reach out and we can talk through the details.
Do you have special pricing for non-profits?	We have one pricing structure for all users, but do have multi-day discounts, when applicable.