

THE EXCHANGE

— EVENTS —

Menu

ROOM FEE WAIVED FOR A LIMITED TIME

THE EXCHANGE

EVENTS

Private Event Spaces

Discover The Exchange, Northeast Massachusetts' newest event space in the heart of Downtown Haverhill, for your next private celebration. Our newly renovated, sophisticated venue graces the top floor of our iconic 125-year-old New England brick and granite building, featuring beautiful architectural details that perfectly complement our exquisite culinary offerings. We thank you for considering our dedicated team to transform your special event into an unforgettable experience that exceeds your expectations.

The Exchange Ballroom

\$750* Room Fee (Fri-Sun)

\$500* Room Fee (Mon-Thurs)

\$1500 Food Minimum

Maximum of 130 guests

Vault 77 Lounge

\$1500* Room Fee (Fri-Sun)

\$1000* Room Fee (Mon-Thurs)

\$2000 Food Minimum

Maximum of 175 guests

The Reserve Suite

\$500* Room Fee (Fri-Sun)

\$250* Room Fee (Mon-Thurs)

\$800 Food Minimum

Maximum of 30 Guests

Venue Perks

-90 Min Set-Up Time

-Microphone

-House Music

-Validated Garage Parking

-30 Min Clean Up Time

Room Upgrades

-White Chair Covers (+\$ p.p.)

-Projector (+\$)

-Extra Hour (+\$)

-Cake Cutting* (+\$ p.p.)

*(From licensed bakeries only)

All events are 4 hours long. We suggest daytime events start by 11am,
and nighttime events start anytime after 5pm.

A 20% service fee and a 6.25% MA tax will be added to food & beverage pricing.

*Room fee waived for events taking place on or before September 30, 2025.

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Hors D'oeuvre Menu

All hors d'oeuvres are priced per person. They can be passed on trays by our staff, or stationed at a table in the venue.

Cold Hors D'oeuvres

- Hummus
- Baba Ghanoush
- Tabouli
- Shrimp Cocktail
- Tomato Bruschetta
- Caprese Skewers
- Antipasto Skewers

Hot Hors D'oeuvres

- Spanakopita
- Chicken Tenders or Wings
- Mini Meatballs
- Scallops Wrapped in Bacon
- Coconut Shrimp
- Vegetable Spring Roll
- Steak & Cheese Egg Roll
- Brisket Wrapped in Bacon
- Chicken & Waffles
- Stuffed Mushrooms
- Stuffed Peppers
- Mini Crab Cakes
- Balsamic Fig & Goat Cheese
Flatbread

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Lunch & Dinner Buffet Menu

All lunch & dinner buffets include complimentary rolls & butter, a soup or salad, a side, your entree selections, and a dessert. The price per person is determined by your entree selections. Additional upgrades are listed below.

Soup or Salad

(Choose 1)

- Tomato Basil Soup
- Corn Chowder
- Chicken Noodle Soup
- Lobster Bisque (+\$ p.p.)
- Caesar Salad
- Mixed Field Greens Salad
- Greek Salad
- Caprese Salad (+\$ p.p.)

Sides

(Choose 1, or add additional sides for +\$ p.p.)

- Oven Roasted Potatoes
- Buttermilk Mashed Potatoes
- Rice Pilaf
- Mashed Sweet Potatoes (+\$ p.p.)
- Seasonal Vegetable Medley
- Maple Roasted Brussel Sprouts (+\$ p.p.)
- Oven Roasted Asparagus (+\$ p.p.)

Main Entrees

(Choose 2, 3, or 4)

- | | | |
|----------------------------|--|--------------------|
| -New England Baked Haddock | | -Chicken Parmesan |
| -Marinated Steak Tips | -Ziti w/ Marinara Sauce & Cheese | -Chicken Kabobs |
| -Chicken Broccoli Alfredo | -Lemon Pepper or Cajun Salmon (+\$ p.p.) | -Beef Kabobs |
| -Chicken Marsala | -Baked Stuffed Shrimp (+\$ p.p.) | -Kafta Skewers |
| -Chicken Piccata | -Chicken Cordon Bleu (+\$ p.p.) | -Lamb Skewers |
| -Eggplant Parmesan | | -Italian Meatballs |

Desserts

(Choose 1)

- | | | |
|-------------------|-----------|------------------|
| -Strawberry Torte | -Tiramisu | -Chocolate Torte |
|-------------------|-----------|------------------|

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Brunch Buffet Menu

All brunch buffets include the selections below.

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- | | |
|------------------------------|--------------------------|
| -Fresh Fruit | -Bacon |
| -Assorted Danishes | -Sausage Links |
| -Scambled Eggs | -Home Fries w/ Ketchup |
| -French Toast w/ Maple Syrup | -Pancakes w/ Maple Syrup |

Family Style Menu

All family style meals will include the selections below, stationed at each table.

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- | | |
|---------------|-----------------|
| -Hummus | -Beef Kabobs |
| -Tabouli | -Chicken Kabobs |
| -Baba | -Kafta Kabobs |
| -French Fries | |

Bar Stations

All bar stations will be filled up for the beginning of your event, and are self serve.

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- | | |
|---|-----------------------|
| -Mimosa Station | -Hydration Station |
| -Bloody Mary Station | -Soft Drink Station |
| -Sangria Station | -Coffee & Tea Station |
| -Prosecco Toast | |
| -Prosecco Toast
w/ Strawberry or Raspberry | |

Kids Meals

-
- Chicken Tenders & French Fries w/ Ketchup

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Plated Meal Menu

All plated meals include complimentary rolls & butter, a soup or salad, one side, main entrees of your choice, and one dessert.

Pricing is based on your entree selections, and additional upgrades are listed below.

Soup or Salad

(Choose 1)

- Tomato Basil Soup
- Corn Chowder
- Chicken Noodle Soup
- Lobster Bisque (+\$ p.p.)
- Caesar Salad
- Mixed Field Greens Salad
- Greek Salad
- Caprese Salad (+\$ p.p.)

Sides

(Choose 1, or add additional sides for (+\$ p.p.)

- Oven Roasted Potatoes
- Buttermilk Mashed Potatoes
- Rice Pilaf
- Mashed Sweet Potatoes (+\$ p.p.)
- Seasonal Vegetable Medley
- Maple Roasted Brussel Sprouts (+\$ p.p.)
- Oven Roasted Asparagus (+\$ p.p.)

Main Entrees

(Choose up to 3)

- | | |
|-------------------------------|---------------------------------|
| -Grilled Ribeye | -Chicken Cordon Bleu |
| -Fillet Mignon | -Chicken Piccata |
| -New England Baked Haddock | -Chicken Marsala |
| -Shrimp Scampi | -Chicken Broccoli Alfredo Pasta |
| -Lemon Pepper or Cajun Salmon | -Chicken Parmesan |
| | -Eggplant Parmesan |

Desserts

(Choose 1)

- | | | |
|-------------------|-----------|------------------|
| -Strawberry Torte | -Tiramisu | -Chocolate Torte |
|-------------------|-----------|------------------|

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Frequently Asked Questions

To ensure your event reaches its fullest potential, here are a few questions that our guests frequently inquire about:

Can I bring outside dessert?

-Yes, provided by a licensed bakery.

What does the room fee cover?

-The room fee covers validated garage parking, white floor length linens, black linen napkins, silverware, glassware, bar service, easels, microphone, house background music, a dance floor if requested, and a day of event coordinator to assist the flow of your event.

Where will my guests and I park?

-Our complimentary parking at the Granite St Garage is located at 53 Granite St, about a 90 second walk from the venue. We will validate your ticket from the garage so you will not have to pay the parking fee.

What does the service fee cover?

-The service fee covers booking coordination, planning support, staff time for organizing your event, office work such as contracts, invoicing, floor plans, scheduling, and staff time & service while executing your event.

Is the service fee a tip?

-The service fee is directly divided among the staff that work your event for their time and service. Gratuity is optional, and always greatly appreciated.

How early can myself or a vendor show up to decorate?

-Each social event is allowed access to the ballroom 90 minutes prior to the event start time for set up.

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Frequently Asked Questions Cont.

When should my vendors or I start cleaning up?

-Each social event is allowed 30 min past the end time of the event for clean up. Oftentimes by the end of an event, centerpieces, favors, prizes, and other decor have already been taken home by the guests. Please have your vendors show up at your event's end time if they are not already present.

Can I drop my decorations or dessert off ahead of time?

-Due to our high volume and ever changing event schedule, we cannot allow any decorations or desserts to be brought in prior to the event set up time.

How do I reserve a room?

-You can reserve a room by calling our event office to put down a \$500 deposit that is required to hold the ballroom. This deposit is non-refundable, non-transferable, and goes towards your final balance. After giving the deposit, you will receive a contract via docusign for you to sign and initial. Once these two items are received, your room is officially reserved.

Do I have to order a sit down meal or buffet?

-No, you can meet the food minimum with any style food whether it is buffet, plated, family style, passed or stationed hors d'oeuvres.

When is my final guest count and payment due?

-All details and payments must be finalized no later than 14 days prior to your event.

Can I take food home if there are leftovers?

-Any food and beverage that is prepared or provided by The Exchange Events is not to be taken off the property, no exceptions.