



## **PRIVATE FACILITY RENTAL RATES**

### **FACILITY RATES (based on 4 hour events):**

"The Museum Experience" -- Reception Hall, Café and Courtyard with two hour access to the Art Galleries: \$3,000

Reception Hall, Courtyard and Cafe: \$2,800

Reception Hall and Café: \$2,000

Courtyard and Café: \$1,800

Reception Hall: \$1,200

Courtyard: \$1,000

Café: \$600

Conference Room: \$200

### **SECURITY FEES:**

- 1 - 75 Guests = 1 Guard \$100
- 76 - 150 Guests = 2 Guards \$200
- 151 - 250 Guests = 3 Guards \$300
- 251 + Guests = 4+ Guards starting at \$400

Museum Security is required for all events and are scheduled based on the number of guests attending and time of event. Rates apply for events lasting up to 4 hours. Rates may vary due to the complexity and/or purpose of an event and will be quoted accordingly.

### **INITIAL DEPOSIT:**

An Initial Deposit is due at contract signing and is required to hold the facility rental space, date and time(s). This deposit is 50% of the rental contract fees and is non-refundable if the event is cancelled.

### **FINAL PAYMENT:**

The remaining 50% of the contracted rental fees will be due in full 30 days prior to the scheduled event.

### **CREDIT CARD ON FILE:**

A valid credit card must be held on file as a security measure in case of incidental damages or fees. This card may be charged for extra fees after the event as a result of additional time for extra security or event staff, excessive cleaning or incurred property damage, theft or loss.

### **MEMBERSHIP:**

We ask that rental clients join our museum family. An *Individual Level Membership* or above is requested in order to rent our facilities.