

EITELJORG MUSEUM

Of American Indians and Western Art

CEREMONY & RECEPTION

RENTAL INFORMATION



Photo Credit: Joel Cookston Photography

Eiteljorg Contacts:

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****Please note the Eiteljorg Museum is closed New Year's Day, Thanksgiving Day and Christmas Day***

****Rental information is arranged in tiers based on how much access you would like to the museum and art galleries.***

TIER 1
CLOWES BALLROOM, ONE AMERICA TERRACE & EAGLE COMMONS HALLWAY

A Tier 1 rental is the base package for an indoor Cocktail Hour & Reception

Capacity: 230 - Sit down dinner *with* a dance floor (10 people per table max)
260 - Sit down dinner *without* a dance floor (10 people per table max)
400 - Standing reception

Rental Includes: - In-house tables & banquet chairs (*most equipment is for indoor use only-ask for details*)
- Parking on a first come, first serve basis in the White River State Park underground garage
- Event Space from 6:00pm-11:30pm (*extend up until 1:00am for an additional charge*)

**Upgrade in chairs is available for an additional charge*

****No items are allowed to be hung from the ceiling or on the walls inside or outside; Museum policies will be enforced**

Eagle Commons Hallway is adjacent to the Clowes Ballroom and serves as a perfect cocktail hour or pre-function space.
One America Terrace is an extension on the East side of the Clowes Ballroom, offering views of the Indianapolis skyline and outdoor access during events.



Photo Credit: Jessica Strickland Photography

Pricing:

Available:

Jan 25th – March 31st

April 1st – Nov. 13th

Monday - Thursday

Daytime (7am – 3pm)
Evening (6 – 11:30pm)

Fee \$1,200 Catering Minimum \$3,500
Fee \$1,300 Catering Minimum \$5,000

Fee \$1,200 Catering Minimum \$3,500
Fee \$2,500 Catering Minimum \$5,000

Friday & Sundays

Daytime (7am – 3pm)
Evening (6 – 11:30pm)

Fee \$1,200 Catering Minimum \$6,000
Fee \$3,000 Catering Minimum \$6,000

Fee \$1,200 Catering Minimum \$6,000
Fee \$3,300 Catering Minimum \$6,000

Saturday

Daytime (7am – 3pm)
Evening (6 – 11:30pm)

Fee \$1,300 Catering Minimum \$6,000
Fee \$3,000 Catering Minimum \$10,000

Fee \$1,500 Catering Minimum \$6,000
Fee \$3,500 Catering Minimum \$10,000

TIER 2
**CLOWES BALLROOM, ONE AMERICA TERRACE,
 EAGLE COMMONS HALLWAY & 1ST FLOOR GALLERIES**

A Tier 2 rental is the base package for an indoor Ceremony, Cocktail Hour & Reception

A Tier 2 rental allows your guests to access our first floor galleries, adding an element of entertainment to any event!

Capacity: 230 - Sit down dinner *with* a dance floor (10 people per table max)
 260 - Sit down dinner *without* a dance floor (10 people per table max)
 600 - Standing reception



Rental Includes: - In-house tables & banquet chairs (*most equipment is for indoor use only-ask for details*)
 - Parking on a first come, first serve basis in the White River State Park underground garage
 - Event Space from 6:00pm-11:30pm (*extend up until 1:00am for an additional charge*)

**Upgrade in chairs available for an additional charge*

***No items are allowed to be hung from the ceiling or on the walls inside or outside; Museum policies will be enforced*

For a ceremony, an additional \$500.00 will be added to the rental price covering setup, teardown and damages

***Ceremony chairs will be an additional charge**

****Note: Ceremonies cannot begin prior to 6:30pm**

A ceremony in Eagle Commons Hallway takes place underneath the Museum's grand staircase.
 Cocktail hour directly follows the ceremony at the North end of the hall.

Pricing:

Available:

Jan 25th – March 31st

April 1st – Nov. 13th

Monday - Thursday

Evening (6 – 11:30pm) Fee \$2,000 Catering Minimum \$5,000

Fee \$3,000 Catering Minimum \$5,000

Friday & Sundays

Evening (6 – 11:30pm) Fee \$3,300 Catering Minimum \$6,000

Fee \$4,000 Catering Minimum \$6,000

Saturday

Evening (6 – 11:30pm) Fee \$3,500 Catering Minimum \$10,000

Fee \$4,200 Catering Minimum \$10,000

TIER 3
**CLOWES BALLROOM, ONE AMERICA TERRACE,
 EAGLE COMMONS HALLWAY, 1ST FLOOR GALLERIES & GARDENS**

***A Tier 3 rental includes both indoor & outdoor locations for a
 Wedding Ceremony, Cocktail Hour & Reception***



Capacity: 230 - Sit down dinner *with* a dance floor (10 people per table max)
 260 - Sit down dinner *without* a dance floor (10 people per table max)
 1,000 - Standing reception

Rental Includes: - In-house tables & banquet chairs (*most equipment is for indoor use only-ask for details*)
 - Parking on a first come, first serve basis in the White River State Park underground garage
 - Event Space from 6:00pm-11:30pm (*extend up until 1:00am for an additional charge*)

**Upgrade in chairs available for an additional charge*

***Events utilizing outdoor space late into the evening could possibly require additional lighting*

***No items are allowed to be hung from the ceiling or on the walls inside or outside; Museum policies will be enforced*

For a ceremony, an additional \$500.00 will be added to the rental price covering setup, teardown and damages
***Ceremony chairs will be an additional charge**

****Note: Ceremonies cannot begin prior to 6:30pm**



Pricing:

Available:

April 1st – Nov. 13th

Monday - Thursday

Evening (6 – 11:30pm)

Fee \$3,000 Catering Minimum \$5,000

Friday & Sundays

Evening (6 – 11:30pm)

Fee \$ 4,000 Catering Minimum \$6,000

Saturday

Evening (6 – 11:30pm)

Fee \$ 4,200 Catering Minimum \$10,000

TIER 4
**CLOWES BALLROOM, ONE AMERICA TERRACE, EAGLE COMMONS HALLWAY,
 1ST & 2ND FLOOR GALLERIES & OUTDOOR GARDENS**

Capacity: 230 - Sit down dinner *with* a dance floor (10 people per table max)
 260 - Sit down dinner *without* a dance floor (10 people per table max)
 1,200 - Standing reception

Rental Includes: - In-house tables & banquet chairs (*most equipment is for indoor use only-ask for details*)
 - Parking on a first come, first serve basis in the White River State Park underground garage
 - Event Space from 6:00pm-11:30pm (*extend up until 1:00am for an additional charge*)

**Upgrade in chairs available for an additional charge*

***Events utilizing outdoor space late into the evening could possibly require additional lighting*

***No items are allowed to be hung from the ceiling or on the walls inside or outside; Museum policies will be enforced*

For a ceremony, an additional \$500.00 will be added to the rental price covering setup, teardown and damages
***Ceremony chairs will be an additional charge**

****Note: Ceremonies cannot begin prior to 6:30pm**

Pricing:

Available: **Jan 25th – March 31st** **April 1st – Nov. 13th**

<u>Monday - Thursday</u>		
Evening (6 – 11:30pm)	Fee \$2,500 Catering Minimum \$5,000	Fee \$3,000 Catering Minimum \$5,000
<u>Friday & Sundays</u>		
Evening (6 – 11:30pm)	Fee \$3,500 Catering Minimum \$6,000	Fee \$4,000 Catering Minimum \$6,000
<u>Saturday</u>		
Evening (6 – 11:30pm)	Fee \$3,800 Catering Minimum \$10,000	Fee \$4,200 Catering Minimum \$10,000



Photo Credit: Jessica Strickland Photography

Museum Café

The Museum Café serves as a perfect space to host events such as Bridal Showers or Rehearsal Dinners!

Capacity: 40 - during the day in the **Private Dining Room**
150 - in the evening using the **entire Museum Café**, utilizing both indoor and outdoor patio space
(Roughly 90 seats inside and 60 outside)

* Evening rental includes outdoor patio

**No items are allowed to be hung from the ceiling or on the walls inside or outside of the Cafe; Museum policies will be enforced

Pricing:

Available: Jan. 2nd –Dec. 30th
(unavailable Jan. 1st, Nov. 24th & Dec. 25th)

Monday – Thursday Daytime (7am – 4pm)	Fee: \$300	Catering Minimum \$500
Evening (6- 11:30pm)	Fee: \$800	Catering Minimum \$1,000
Friday & Sundays Daytime (7am – 3pm)	Fee: \$300	Catering Minimum \$500
Evening	Fee: \$800	Catering Minimum \$1,500
Saturday Daytime (7am – 3pm)	Fee: \$1,000	Catering Minimum \$2,000
Evening	NOT AVAILABLE April- October	

****Note: Some blackout days apply***



Fact Sheet

Here are a few important notes we think will be helpful to know if you choose to host your event with us:

- 1) Kahn's Catering is our exclusive caterer. All food, beverage and linen services are done through Kahn's. Options and customization are available.
- 2) No food or beverage is allowed within the gallery spaces.
- 3) We require a certificate of insurance on file for all events.
- 4) We require a signed florist, photographer and videographer form for all events if these vendors are contracted.
- 5) We host one event per evening which gives you flexibility on space options.
- 6) To host a ceremony with us, there is an additional \$500 ceremony fee plus the cost of ceremony chairs. This price will be the same whether the ceremony would take place indoors or outdoors.
- 7) Audio visual equipment is available for rental-ask us for details.
- 8) If you choose to have any portion of your event outdoors, we make a call by 12:00pm on the day of the event to make the decision to keep the event outdoors or to bring it in due to inclement weather.
- 9) Parking is available in the White River State Park underground garage on a first-come, first-serve basis. Guests who park in this garage will be validated for their parking.
- 10) Reserved parking is available in the White River State Park underground garage for events-pricing is per level (not per parking space)-ask us for pricing details.
- 11) Real candles are acceptable outside of the museum. Only LED candles are allowed inside the museum.