

# EITELJORG MUSEUM

## Of American Indians and Western Art

### *RENTAL INFORMATION*



**Eiteljorg Contacts:**

*Kelsey Priday-Donson  
Manager of Catering, Rentals, and  
Events*

317.275.1329

kpriday@eiteljorg.com  
[www.eiteljorg.org/rental](http://www.eiteljorg.org/rental)

**Exclusive Catering Contact:**

Kahn's Catering

317.577.3663

[info@kahns catering.com](mailto:info@kahns catering.com)  
[www.kahns catering.com](http://www.kahns catering.com)

*\*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**

**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 Hall 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 the event.



**Pricing:**

**Available:**

**Jan 25<sup>th</sup> – March 31<sup>st</sup>**

**April 1<sup>st</sup> – Nov. 13<sup>th</sup>**

**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 & 1<sup>ST</sup> FLOOR GALLERIES**

*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*



**Pricing:**

**Available:**

**Jan 25<sup>th</sup> – March 31<sup>st</sup>**

**April 1<sup>st</sup> – Nov. 13<sup>th</sup>**

**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, 1<sup>ST</sup> FLOOR GALLERIES & 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)  
 1,000 - 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*

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

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

*\*\*Outdoor tables and chairs may be an additional charge*



**Pricing:**

**Available:**

**April 1<sup>st</sup> – Nov. 13<sup>th</sup>**

**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,**  
**1<sup>ST</sup> & 2<sup>ND</sup> FLOOR GALLERIES & OUTDOOR GARDENS**  
**(Entire Museum Rental)**

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

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

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

\*\*Outdoor tables and chairs may be an additional charge

**Pricing:**

**Available:**

**Jan 25<sup>th</sup> – March 31<sup>st</sup>**

**April 1<sup>st</sup> – Nov. 13<sup>th</sup>**

**Monday - Thursday**

Evening (6 – 11:30pm) Fee \$2,500 Catering Minimum \$5,000

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

**Friday & Sundays**

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

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

**Saturday**

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

**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/60 outside)*

\* *Evening rental includes outdoor patio*

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

**Pricing:**

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

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

*\*Note: Some blackout dates apply*



## Thompson Boardroom

*The Thompson Boardroom can be divided into three separate rooms: Section A, B, & C*

**Capacity:**  
 32 - for the entire boardroom  
 12 - for A&B  
 6 - for A

*\*\*Audio Visual equipment, white boards, flip charts, etc, are available at an additional charge-ask about our in-house options!*

### Pricing:

**Available:** Jan 2<sup>nd</sup> – Dec. 31<sup>st</sup> (*daytime only*)  
 (unavailable Jan. 1<sup>st</sup>, Nov. 24<sup>th</sup> & Dec. 25<sup>th</sup>)

Boardroom A, B or C	Fee: \$200 per day Catering Minimum \$800
Entire Boardroom (A, B & C)	Fee: \$400 per day Catering Minimum \$800

### Seating Options:

Hollow Square  
 U-Shape  
 Classroom Style

*\*All tables and chairs must stay inside the boardroom though equipment can be rearranged*

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



## 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 event which gives you flexibility on space options
- 6) Audio visual equipment is available for rental-ask us for details.
- 7) 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.
- 8) Let us know if you are tax exempt!
- 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) Guests attending a day event at the Eiteljorg Museum will be allowed complimentary access to galleries on the day of the event they are attending, during museum hours (Monday-Saturday 10am-5pm / Sunday 12pm-5pm).
- 12) Clients have the option to have galleries and/or the Museum open for evening events-ask us for further details on pricing.
- 13) Real candles are acceptable outside of the museum. Only LED candles are allowed inside the museum.