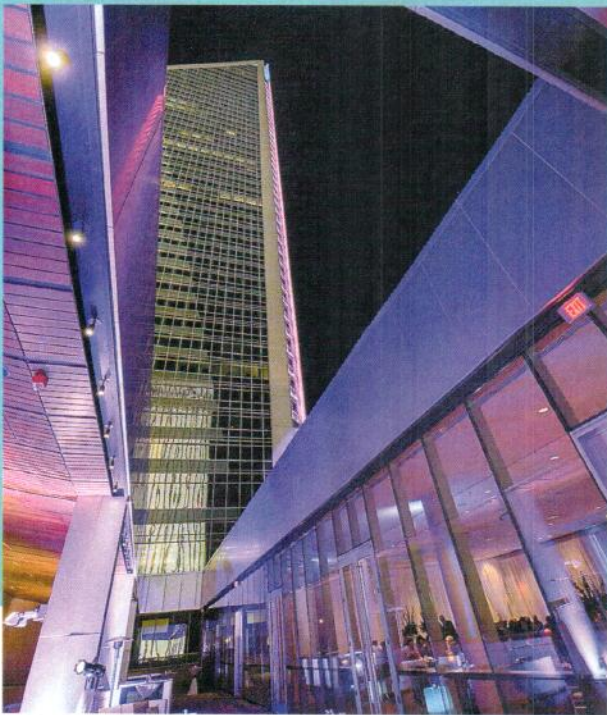
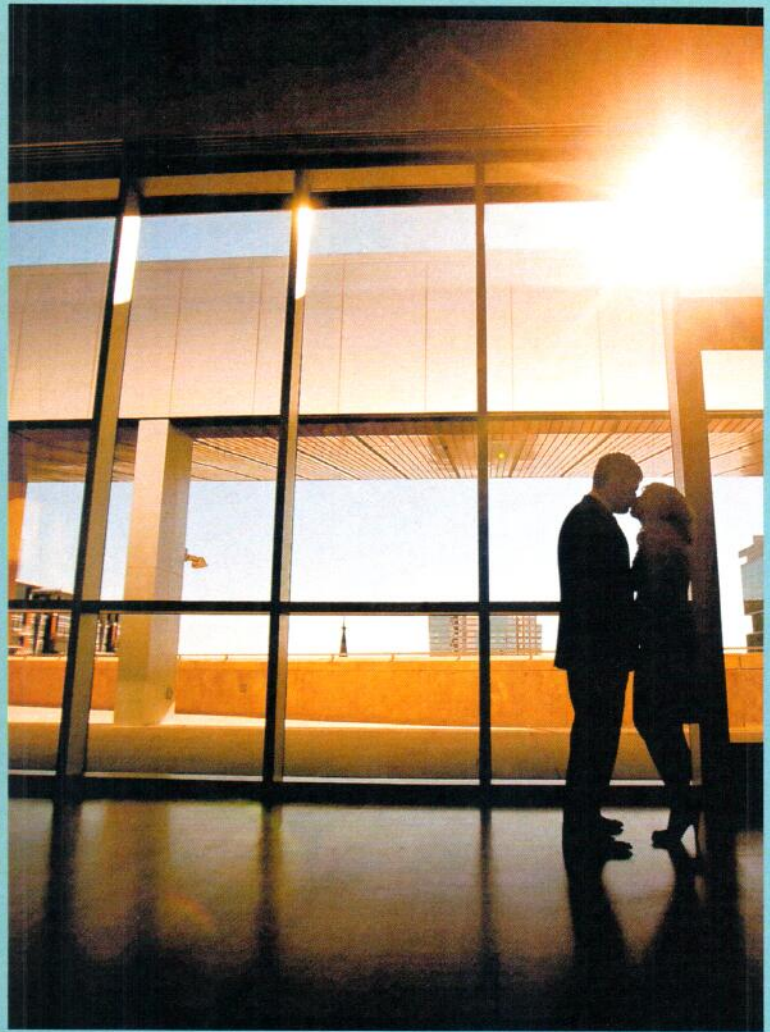


# SPECIAL EVENTS

## AT MINT MUSEUM UPTOWN



Mint



Top Right Photo © Kristin Byrum Photography.  
All Other Photos: © Christey Rowe

## INFORMATION

Thank you for your interest in hosting a special event at The Mint Museum! Whether it's a wedding, a corporate event, or any special occasion, The Mint Museum offers an unparalleled experience unavailable anywhere else in the Charlotte region at its two dynamic locations.

At Mint Museum Uptown, you can enjoy beautiful cityscape views, breathtaking architecture, and stunning works of art. At Mint Museum Randolph, take part in the region's rich history inside a unique cultural treasure surrounded by a serene park setting.

This information packet should answer most of your questions regarding the use and rental of the museum event spaces. For more information or to check availability, please use the following:

### VISIT

[mintmuseum.org/visit/museum-rental](http://mintmuseum.org/visit/museum-rental)

### CALL

704.337.2132

### E-MAIL

Tom Martin, Director Special Events  
[tom.martin@mintmuseum.org](mailto:tom.martin@mintmuseum.org) | 704.337.2108

Garry Bailey, Special Events Coordinator  
[garry.bailey@mintmuseum.org](mailto:garry.bailey@mintmuseum.org) | 704-337-2132/3



## MINT MUSEUM UPTOWN

Mint Museum Uptown houses an internationally-renowned Craft + Design Collection, as well as outstanding collections of American, Modern & Contemporary, and European art. Designed by Machado and Silvetti Associates of Boston, the five-story, 145,000-square-foot facility combines inspiring architecture with groundbreaking exhibitions to provide visitors with memorable educational and cultural experiences. Located in the heart of Charlotte's center city, Mint Museum Uptown is an integral part of Levine Center for the Arts, a cultural campus that includes the Bechtler Museum of Modern Art, the Harvey B. Gantt Center for African-American Arts + Culture, the Knight Theater, and the Duke Energy Center. The museum features a range of visitor amenities, including a 240-seat auditorium, a hands-on family gallery, studios, restaurant, and Museum Shop.

*Non-profit organizations will receive a 25% discount with proof of 501(c)(3) status on Sunday – Thursday rentals.*

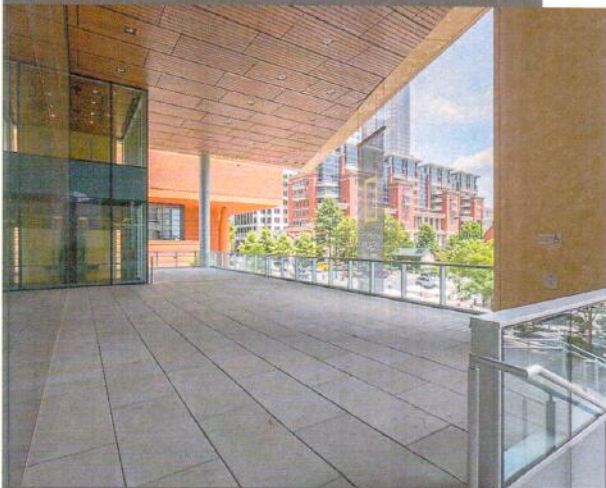


## ROBERT HAYWOOD MORRISON ATRIUM

The multi-story atrium is available to host private events after 6 p.m. and during some daytime hours. This grand space features a 60- by 60-foot glass wall overlooking Levine Avenue for the Arts and the Knight Theater. The dramatic interior includes richly stained hardwood floors and a wood slat ceiling. The atrium showcases the fascinating four-story textile work by artist Sheila Hicks, *Mega Footprint Near the Hutch (May I Have This Dance?)*, and a monumental canvas by Sam Francis, *Untitled (Sea First)*. The 4,000-square-foot event space will accommodate up to 180 people for a seated dinner or 400+ for a standing reception.

**Sunday–Thursday \$2,800; + Van Allen Terrace \$3,200**

**Friday–Saturday \$3,500; + Van Allen Terrace \$4,200**



## SALLY AND BILL VAN ALLEN TERRACE AND CARROLL ENTRYWAY

This sheltered terrace offers open-air views of Charlotte's cityscape, the Mint's interactive grand staircase, and the beautiful architecture of Levine Center for the Arts. Guests start in the Carroll Entryway, home to the Mint's signature Royal Blue Mint Chandelier by glass artist Dale Chihuly and other works from the Mint's permanent collection. Can accommodate 325 in terrace and gallery for a standing reception or 64 for a seated event. These spaces are not available as standalone rentals.

**Sunday–Thursday \$1,500; Friday–Saturday n/a**



## CARROLL ENTRYWAY

\* The use of museum-provided audio and visual equipment may require an in-house technician at an additional hourly rate. Our preferred stage provider and in-house equipment technicians Doug Davis Audio Visual. You may inquire about rates and specifications at 704.622.8578 or [3davisound23@gmail.com](mailto:3davisound23@gmail.com).

All photos this page: © James Martin

## JAMES B. DUKE AUDITORIUM

The auditorium is located just off the atrium. A 240-seat theater fully equipped with included modern audio and video features,\* a mezzanine, and multiple entrances, this space is perfect to host lectures, symposia, music performances, and films. Glass artist Tom Patti's commission Spectral Boundary spans two doors as part of the auditorium's inner wall, and the wood, rubber, and steel sculpture *vinge.segla* adorns the other side.

**\$1,500 (five hours and \$50 each additional hour)**



## MATTYE AND MARC SILVERMAN GRAND ROOM AND TRUSTEES TERRACE

This Level 5 space boasts stunning views of the uptown cityscape. The Grand Room, a 4,009-square-foot, modern audio- and video-equipped space,\* will seat up to 225 people for a formal dinner or hold 400 people for a standing reception. The dramatic semi-covered terrace, approximately 4,000 square feet, provides additional outdoor entertaining space.

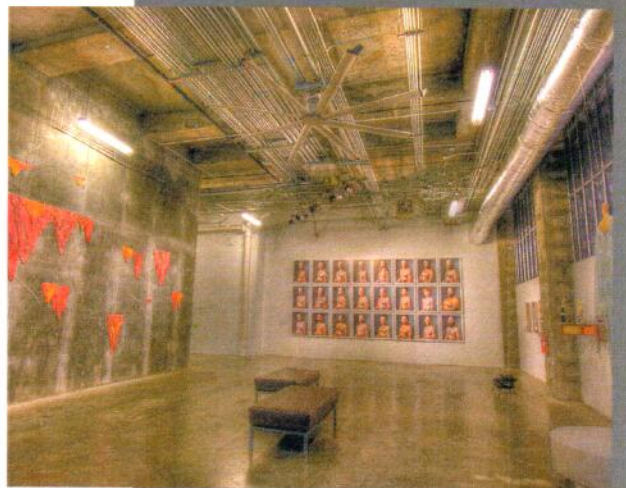
**Sunday–Thursday \$3,500; Friday–Saturday \$4,500**



## LEVEL FIVE

The Expansion Space located on the level five is a unique hybrid industrial style event space that hosts both Mint special exhibits, and a variety of events. In addition to being used as an exhibit space, the 7,500 square foot room has been used for galas, fashion shows, weddings, and holiday parties. The space also works well in a tandem form with the Silverman Grand Room and Trustees Terrace. The combination of the entire level five space can host a reception style event for several hundred guests.

**\$5,000**



Top two photos: © Jeff Clare  
Bottom photo: © @MattSDHR



## BOARDROOM

This space on the mezzanine level features natural light, streetscape views, state-of-the-art technology,\* and a dynamic view of the Chihuly chandelier along with other works of art. This multipurpose space can host 24 people board-style, 30 people crescent-style, 80 people theater-style, 80 people cocktail-style, or 64 people seated.

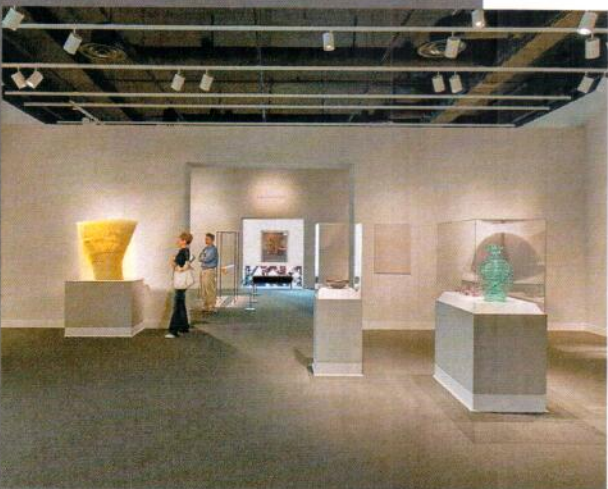
**Daytime \$800 (five hours and \$50 each additional hour);  
Evening and Friday–Sunday: \$1,000 (five hours)**



## CONFERENCE ROOM

An executive meeting room or lunch space with AV equipment\* for up to 10 people, overlooking the streetscape and Halcyon restaurant.

**\$500 (five hours and \$50 each additional hour)**



## GALLERIES

The museum's permanent collection and special exhibition galleries can also be opened after hours to allow guests to tour the facility privately.

**\$200 per hour (additional special exhibition fees may be required for certain galleries)**

\* The use of museum-provided audio and visual equipment may require an in-house technician at an additional hourly rate. Our preferred stage provider and in-house equipment technician is Doug Davis Audio Visual. You may inquire about rates and specifications at 704.622.8578 or [davisound23@gmail.com](mailto:davisound23@gmail.com).

Top two photos: © James Martin  
Bottom photo: © Anton Grassl/Esto

## EAT, DRINK, AND MARRY MINT

Friday and Sunday night weddings are chic, unique, and more affordable than Saturday weddings. Enjoy special pricing when you reserve Mint Museum Uptown or Mint Museum Randolph to celebrate your Friday or Sunday evening wedding or rehearsal dinner.

### MARRY MINT WEDDING PACKAGE INCLUDES:

15% off Facility Rental

Complimentary Mint Chairs

Complimentary Champagne Toast for the Bride & Groom

## MEET AT THE MINT

The Mint Museum offers unique venues in an inspiring setting to meet all your corporate entertainment needs. From small luncheon meetings to cocktails for 400, Mint Museum Uptown and Mint Museum Randolph are the best venues for your business!

### CORPORATE CLIENTS ENJOY:

Complimentary use of our audiovisual equipment and wireless network\*

Convenient underground parking in the Duke Energy Center uptown and complimentary parking at Randolph Road

Reduced gallery admission and docent tours

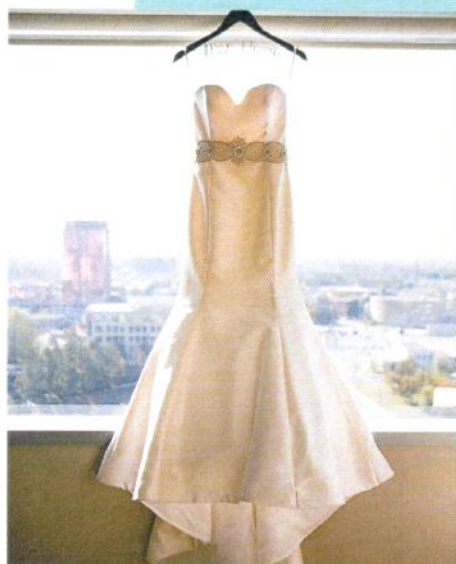
Complimentary use of the Mint's tables

Opportunities for multiple event discounts

Gift recommendations and corporate member discounts in the Museum Shop

Ask about our Corporate Leadership Circle benefits!

\* The use of museum-provided audio and visual equipment may require an in-house technician at an additional hourly rate. Our preferred stage provider and in-house equipment technician is Doug Davis Audio Visual. You may inquire about rates and specifications at 704.622.8578 or at [davisound23@gmail.com](mailto:davisound23@gmail.com)



© Chritsey Rowe



© James Martin



© Chritsey Rowe



## RENTAL GUIDELINES

The Mint Museum, a private non-profit institution, receives wide ranging support from the community for the education and enjoyment of the public. Its buildings and collections are unique and their protection is the responsibility of the museum staff. The use of the museum's facilities is made available to certain groups under specific conditions outlined below for the purpose of making the museum and its programs more widely known and available to the public. The fees charged are to reimburse the institution for its overhead expenses and to cover the wear and tear on its facilities.

**Photography permissions:** Tripods, lights, cords or other filming equipment beyond handheld cameras will not be permitted in galleries or spaces that contain artwork and/or artwork cases without prior arrangement. For more information about the Mint's photography policies and to seek permission to film, please submit a request at <http://www.mintmuseum.org/about/policies/>. Requests must be submitted at least one month prior to your desired filming date and may be subject to additional fees. Any onsite photography for news media must be approved by the Public Relations Director.

*\*Original works of art on the premises of the Museum may be protected by copyright and are not to be used for commercial (non-personal) purposes without permission from the copyright holder. **The Mint Museum will not secure copyright permissions on behalf of any third party.***

**Set-up and breakdown** for the event, including decorations and scheduling of deliveries, must be approved in advance with the Special Events office. The Mint is not responsible for any items left on the premises. Items are not allowed outside on terraces overnight.

**Exhibitions** cannot be rearranged, added, and/or removed, and may change throughout the year.

**The Special Events Team** does not perform the duties of a professional event planner or wedding director. The Special Events Team is present to assist in the functions' logistics, protect the museums' facility and collections, and act as a liaison between renter's vendors and museum staff.

**Publicity** must be approved by the museum. If you plan to distribute a news release about your event, it must be reviewed by the museum's Public Relations and Publications Director prior to dissemination. Any onsite media coverage must be monitored by a member of The Mint Museum staff. Use of The Mint Museum logo is not permitted except by special arrangement with the museum. The renter is not to promote their event as a museum sponsored event. All invitation reception locations must read: Mint Museum Uptown at Levine Center for the Arts, or Mint Museum Randolph.

**Non-profit organizations** must provide a copy of their 501(c)(3) status in order to receive the discounted rental rate. Discounts available Sunday–Thursday only.

**Entertainment**, including any applicable licenses for live or recorded music, is the sole responsibility of the renter. Music at Mint Museum Uptown must conclude by 11 p.m.

**Tables** are included in the rental. White padded chairs may be rented for \$2 each. Tablecloths and other décor items are not provided by the museum.

**Please note:** Helium balloons, loose glitter, birdseed, bubbles, or sparklers are not allowed on the museum campus, including the front stairs. Cleaning fees will apply if any of these items are brought on premises.

**Acts of God** that cause any failure of performance shall not be the responsibility of either party, and in such case the Mint will make every effort to reschedule the event. If the event cannot be rescheduled, the Mint will refund the rental amount minus the non-refundable deposit.

**Candles:** Votives, tea lights, and any other candles with glass covered sides of minimum 1-inch coverage are permitted.

**Smoking & Vaping** are not permitted on the museum campus.

**Event parking** in the Duke Energy Center off west Stonewall (130 West Stonewall Street) is \$5 with museum validation. The Renter may host parking for guests by purchasing parking coupons in advance from the Special Events Team.

**Due to** alcohol licensing requirements, casino-style or other gaming activities are not allowed.

**Gallery admissions** are offered at discounted rates to renters for their guests' enjoyment and to enhance their museum experience.

**Membership** has its benefits. We look forward to hosting social events at the museum but ask that you join our museum family. This will provide you with free unlimited admission to museum exhibitions and many special events for a full year, as well as Museum Shop discounts and other benefits. If you are not a museum member, please complete the membership application and return to the address listed.



www.critseyrowe.com

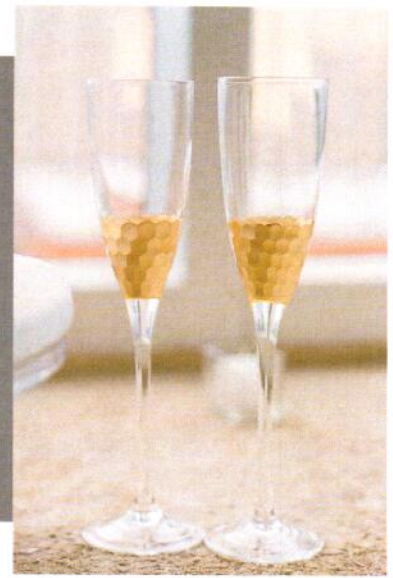
Photos by © Chritsey Rowe



www.critseyrowe.com



Photo: © James Martin



© Chritsey Rowe

## ALCOHOLIC BEVERAGE PRICING

The Mint carries all ABC permits and is the exclusive supplier of alcoholic beverages for all events. Any alcoholic beverages served at The Mint Museum must be purchased through the museum.

Prices are based on in-stock brands and are subject to change without notification.

\*Mint Museum Uptown-\$2500 Minimum Bar cost on Saturday evening events.

\*Mint Museum Randolph-\$2000 Minimum Bar cost on Saturday evening events.

### HOSTED BAR RECEPTIONS

#### OPEN FULL BAR

House Brand/Premium Brand

\$14 / \$15 per person

\$21 / \$24 per person

\$24 / \$27 per person

\$27 / \$32 per person

\$28.50 / \$33 per person

\$30 / \$36 per person

#### OPEN WINE & BEER BAR

\$11 / \$13 per person

\$15 / \$17 per person

\$20 / \$22 per person

\$22 / \$24 per person

\$23 / \$25.50 per person

\$24 / \$27 per person

1 Hour

2 Hours

3 Hours

4 Hours

4.5 Hours

5 Hours

**Per Person Pricing** includes all guests over the age of 21.

**Bar Pricing** does not include the set-up charges (sodas, mixers, glassware) and bartending charges. These items are provided in a quote from the caterer. Prices do not include applicable sales tax of 8.25%.

## CONSUMPTION BAR, CASH BAR, & SEATED DINNER RECEPTIONS

### PER DRINK BAR

House Brand/Premium brand

\$7 / \$8 per drink	Liquor
\$6 / \$7 per drink	Wine
\$5 / \$6 per drink	Beer
\$28 / \$32 per bottle	Consumption Wine
\$2 per drink	Soft Drinks & Bottled Water

**Consumption & Cash Bar Pricing** includes liquor, wine, beer, and applicable sales tax. Drink prices do not include the bar package that includes disposable cups, or glassware, mixers, bottled water, soda, and bar fruit. The bar package can be purchased through the caterer.

The cash bar pricing does not include the bartender charges. The bartender(s) can be purchased through the caterer. We recommend one bartender for every 75 guests. Charges are \$20 per cashier per hour, and \$35 per bartender per hour (both have a 4 hour The Mint Museum will schedule the cashier(s)).

**HOUSE BRANDS** include Dewar's Scotch, Jim Beam Bourbon, Tangelay Gin, SKYY Vodka, Bacardi and Captain Morgan's Rum, Canadian Club Whiskey, California Chardonnay, Pinot Grigio, Cabernet Sauvignon, Pinot Noir, and Moscato wines along with Domestic beers.

**PREMIUM BRANDS** include Chivas Regal Scotch, Jack Daniel's Bourbon, Crown Royal Whiskey, Bombay Sapphire Gin, Ketel One Vodka, Captain Morgan's Rum, California Chardonnay, Sauvignon Blanc, Cabernet Sauvignon, Pinot Noir, Rose, and Moscato wines, Domestic and Imported beers.

## FEATURED CATERERS

### SOMETHING CLASSIC + DAISY CATERING 704.377.4202

All caterers are approved by the Special Events department, have a current license, and provide museum qualifying insurance.

All clients must select a caterer from this list for full-service events.

*the art of celebration*



*excellence. entertainment. environment.*

*simple. sensible. sustainable.*



*a something classic experience*