



INSPIRE, SURPRISE, & ENTERTAIN

All in One Setting

Event Space – Fees & Capacity Breakouts

Terms; General, Rental, Food & Beverage

Decoration and Floral Arrangement Terms

Reservation, Deposit, and Cancellation Terms

Security Requirements

Equipment Rental Fees



CATERING EVENT SERVICES

The Denver Museum of Nature & Science would like to thank you for selecting our Museum for your event location. Whether you are planning a wedding, reception, corporate party or commemorating a special occasion, the Museum’s professional event planners will assist you in building a unique event that fits your needs and budget. We itemize the details so you know exactly what is included, and no one can beat our venue and view of the city!

The Museum wants all guests to have a positive and memorable experience. We have established these terms and conditions to ensure that the Museum is a place that is welcome to everyone. Please review the following and feel free to contact your Event Sales Consultant to clarify any questions you have pertaining to your event.

SPACE RENTAL

Includes

- Dining and cocktail tables, chairs, china, silverware, glassware, and in-house linens for up to 350 guests.
- Equipment for events with over 350 guests will require additional rental fees.
 - Rentals are charged at \$9 per person for a dinner and \$7 per person for a reception.
- All additional rentals must be coordinated by the Museum’s Event Sales Coordinator.
- Special rental requests can be accommodated; costs and fees will depend on the request. Please inquire for a quote.
- Labor for set up, tear down, and general cleaning
- Access to one exhibit in proximity to rental space
- Complimentary covered and surface parking

The below capacities reflect maximums allowed, not including the addition of tables, seating, décor, and other furniture etc.

ENTIRE MUSEUM

Book the Entire Museum for your event and have access to all approved Event Spaces and numerous exhibition halls, including Space Odyssey, Gems and Minerals, Wildlife Halls, North American Indian Cultures, Prehistoric Journey, and Egyptian Mummies. Museum buyout does not include Phipps IMAX Theater, Gates Planetarium, or Temporary Exhibitions. The Museum’s facilities will be available consistent with its Safety and Collections Policies. Security officers are added at an additional cost and restrictions may apply.

	FLOOR(S)	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
ENTIRE MUSEUM	1-4	\$20,000	24,000+	100 - 900	4,000+	—	—	—

ATRIA

NORTH ATRIUM

A casual atmosphere makes this an ideal venue for a strolling reception of 400 guests or a seated dinner for 240.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
NORTH ATRIUM	1	\$4,000	4,150	240	400	—	—	—

SOUTH ATRIUM

This dramatic three-story atrium provides a unique experience for dining. This is a perfect setting for a strolling reception of 600 guests or seated dinner for up to 400.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
SOUTH ATRIUM	1	\$5,000	4,725	400	600	500	—	—

LEPRINO FAMILY ATRIUM (WEST ATRIUM)

Renowned as the best view in Denver! Experience multiple floors with outstanding views of the Front Range through the west-facing, floor-to-ceiling windows. Your guests will overlook City Park’s rose garden, Ferrell lake, boathouse, and the Denver skyline—all silhouetted by the Rocky Mountains. The entire Leprino Family Atrium consists of the Schlessman Lobby, the Spratlen Lounge, the Harry T. Lewis Community Room, and the Anschutz Family Sky Terrace.

SCHLESSMAN LOBBY (LEPRINO FAMILY ATRIUM LEVEL 1)

This open first-floor area of the Leprino Family Atrium has an outstanding view to the west and is a great setting for a strolling reception of 200 guests or a seated dinner for 150 guests.

SPRATLEN LOUNGE (LEPRINO FAMILY ATRIUM LEVEL 2)

Experience a unique panoramic view from the second floor of the Leprino Family Atrium. This level is perfect for a strolling reception of 100 guests or a seated dinner of 60 guests.

HARRY T. LEWIS COMMUNITY ROOM (LEPRINO FAMILY ATRIUM LEVEL 3)

This executive boardroom with a view of City Park and the skyline is a perfect setting for a business meeting up to 40 guests.

ANSCHUTZ FAMILY SKY TERRACE (LEPRINO FAMILY ATRIUM LEVEL 4)

Watch the sunset, the stars, or the moon, all while enjoying a strolling reception of 250 guests against the backdrop of an amazing view. (Availability is weather dependent and is closed during adverse weather or snowy conditions. Security will make a weather call at 2pm on the day of the event)

*Please note that the Leprino Family Atrium is only available at a rate of \$6,000 for any wedding regardless of the day of week, Thursdays, Fridays, Saturdays and holidays.

*Exhibit halls can be added to increase capacities from numbers listed below at the rate of \$750 per hall

	FLOOR(S)	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
LEPRINO FAMILY ATRIUM	1-4	\$6,000*	7,525	210	550	—	—	—
SCHLESSMAN LOBBY	1	\$2,500*	3,200	150	200	150	60	—
SPRATLEN LOUNGE	2	\$1,500*	1,000	60	100	80	50	—
HARRY T LEWIS ROOM	3	\$600*	800	40	40	40	25	18
ANSCHUTZ SKY TERRACE	4	\$2,500*	3,325	-	250	160	—	—

MORGRIDGE FAMILY EXPLORATION CENTER (SCIENCE ATRIUM)

This vibrant, flexible, multilevel space is a wonderful environment for events. The area is enhanced by an ultra-high definition Science and Art Imagination Screen, which uses 10 million pixels to show images in vivid color with incredible detail.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
SCIENCE ATRIUM	1	\$2,500	4,647	200	400	—	—	—

BOETTCHER PLAZA

A spacious outdoor terrace integrates the Museum with City Park, offering a place to appreciate the natural surroundings. The area is enhanced by the public art sculpture entitled Iridescent Cloud. The Plaza must be rented in conjunction with an Interior Space for inclement weather.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
BOETTCHER PLAZA	1	\$1,500	26,117	600	800	500	—	—

MEETING ROOMS

VIP ROOM

Nestled away in a tree-lined corner of the Museum, this room is perfect for luncheons, meetings, and dinners for 50 guests. VIP is available for daytime or evening functions. Fee does not include audiovisual equipment or services.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
VIP ROOM	1	\$600	890	50	50	50	35	35

3RD FLOOR COMMUNITY ROOM

This room is perfect for a daytime meeting, located at the entrance to the Wildlife Halls. Fee does not include audiovisual equipment or services.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
COMMUNITY ROOM	3	\$800	900	60	70	60	30	30

THEATERS

RICKETSON AUDITORIUM

This state-of-the-art, 250-seat, multimedia theater is perfect for presentations and programs. Due to museum collections, there are No food or beverage allowed in the auditorium. Food and beverage service can be scheduled for the lobby area. The fee does not include audiovisual equipment or services.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
RICKETSON AUDITORIUM	1	\$1,500	—	—	—	250	--	—

PHIPPS 3D IMAX THEATER *(includes standard equipment, ushers, and technicians)*

\$3,000 IMAX film only, \$3,600 lecture, presentation or custom film, \$4,500 public show time venue buyout per hour

This comfortable, state-of-the-art, 390-seat theater is perfect for presentations and programs. Choose an IMAX film from our library to show your guests. A typical show is about 45 minutes. Concessions may be arranged separately. Restrictions on timing may apply.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
PHIPPS IMAX THEATER	2	SEE ABOVE	—	—	—	390	--	—

GATES PLANETARIUM *(includes standard equipment, ushers, and technicians)*

\$950 single show, \$1,500 1-hour lecture or private event

This intimate, domed, state-of-the-art, 118-seat digital theater is perfect for presentations and programs. Choose one of the Planetarium shows for your guests' enjoyment. Typical show is about 25 minutes. Concessions may be arranged separately. Restrictions on timing may apply. *Custom programming, additional mics, special lighting, rehearsal and show preparation fees may apply.*

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
GATES PLANETARIUM	1	SEE ABOVE	—	—	—	118	--	—

GENERAL TERMS

- The Museum facilities and catering services are made available on a first-come, first-served basis. The Museum does not discriminate in providing facilities for use by the public. Scheduling conflicts, security concerns, and other administrative issues may impact your event and will be discussed with your Event Sales Consultant.
- The Museum reserves the right to refuse the use of its facilities for an activity that the Museum determines may jeopardize its status as a 501(c)(3) not-for-profit organization. The Museum prohibits the use of its space for any activities that are illegal or deemed security hazards to the collections, visitors, or staff.
- Due to the number of events held at the Museum each year and to remain consistent and fair to all our clients, the Museum is unable to make changes to its standard catering contract, policies, or procedures.
- The Museum does not endorse any event held here at the Museum without prior written approval from appropriate Museum personnel and where doing so is consistent with the Museum's mission.
- Ceremonies and evening events may not begin prior to 6 p.m.
- In accordance with Denver Parks and Recreation policy, all events must conclude at or before 11 p.m. All guests must exit the Museum by the time an event is scheduled to end. Curfew extensions can be arranged with added fees through your Event Sales Consultant.
- DMNS is an ever changing institution and regularly has various construction projects that may restrict access to certain areas. Construction schedules and projects rarely impact evening events; however, alternative locations may be suggested within the Museum to ensure a quality Museum experience if it's unavoidable.
- The Museum is a smoke-free environment. Smoking is permitted only in designated outside areas. Smoking is not permitted on the Anschutz Family Sky Terrace or Boettcher Plaza
- The Museum assumes no responsibility for loss of, or damages to, articles brought into the Museum. The Museum shall not be responsible for any loss resulting from delay or its failure to fulfill any provision of the contract if such delay or failure arises out of causes beyond the control of the Museum.
- Invitations and the use of the Museum's logo must be approved by the Museum prior to publishing either in print or digital media.
- The Museum's public hours are 9 a.m. to 5 p.m.; however, special temporary exhibitions may have extended hours, therefore public hours are subject to change. Starting January 2020, DMNS will be open to the public until 10 pm on Friday nights. Some exhibits may not be available and some exceptions may apply.
- Photographs of your event may be used by the Museum in print or other media and at no cost to the Museum.

RENTAL TERMS

- Evening events require a \$30.00 per person minimum on food. Room rental, bar fees, required security, and AV packages are additional costs.
- Events for more than 350 guests or using multiple spaces will incur equipment rental fees. Additional equipment rental fees will be incurred for additional and/or unique items.
- The Museum reserves the right to inspect and control all private events, including the right to monitor and control noise levels.
- The client will assume full responsibility for the conduct of all persons in attendance, including subcontractors, and for any damages done to any part of the Museum premises or theft of property.

RESERVATION, DEPOSIT, AND CANCELLATION TERMS

- A client's reservation is guaranteed only after the Museum has received (1) the required deposit, (2) the Sales/Catering Contract signed by the client, and (3) the Museum's Credit Card Form filled out and signed.
- The required deposit is the amount of the Museum's Space Rental fee for the space reserved by the client. If the deposit is paid by check, the check should be payable to Denver Museum of Nature & Science.
- All deposits are nonrefundable and nontransferable.

- A preliminary guarantee of number of guests must be given to the Museum's Event Sales Consultant at least 15 business days prior to the event. Based on the preliminary guarantee, the Museum will charge the client for 100 percent of the estimated costs for the event. The invoice must be paid at least 7 business days prior to the event or the Catering Contract will terminate. This payment is nonrefundable and nontransferable.
- A final signed contract will be due 15 business days prior to the event, finalizing all food and beverage service, decorations, audiovisual needs, schedules, etc. Changes to the contract after this date may be subject to additional charges.
- A final guarantee of the number of guests must be given to the Museum's Event Sales Consultant by noon 72 business hours prior to the event. The final estimate of the number of guests must be within 5 percent of the preliminary guarantee or the difference may be subject to additional charges. The guaranteed number of guests cannot be decreased. If the client increases the number of guests after the final guarantee has been submitted, the food and beverage charges attributable to the increase will be subjected to a 24 percent surcharge in addition to the standard service charge. The Museum will charge client for the higher of (1) the number of guests guaranteed or (2) the number of guests actually served.
- After the event, the Museum will invoice client for any balance due, consisting of the difference between actual charges and all prior payments made by client. This balance is due and payable within 15 business days after the date of the invoice.
- If the client cancels an event within 3 days of the event date, the client will be charged 100 percent of the Museum's estimated costs for the event if the amount has not been paid prior. This balance is due 15 business days after the date of the invoice.
- The billed charge for food and beverages and the service charges are subject to applicable sales tax. Under current law, admission fees and labor charges are not subject to sales taxes.
- Overdue balances are subject to simple interest at the rate of 18 percent per annum calculated from the date of the original invoice. In the event legal proceedings are instituted to collect the balance due, client will pay all of the Museum's costs of litigation including all attorneys' fees and expert witness fees actually paid by the Museum.
- The Museum reserves the right to reassign event spaces based on the preliminary guarantee of the number of guests.
- Each area of the Museum reserved for a private event has a maximum number of occupants established by the Denver Fire Department. The Museum is required to take all steps necessary to enforce the maximum occupancy rules in the event the actual number of guests exceeds the occupancy limits.

FOOD AND BEVERAGE TERMS

- All food, beverages, and audiovisual services are exclusively provided by the Museum; minimums apply. No outside food or beverage may be brought in to the Museum for an event.
- All food, beverages, and audiovisual equipment are subject to 24% service charge and current state and local sales tax.
- To avoid possible code violations, all food items will be returned to the kitchen before a four-hour period has expired.
- The Museum requires a \$10 per person minimum on food during business hours and \$30 per person minimum for evening events. Additional catering labor may be required for a minimum of 4 hours at \$30 per hour.
- The Museum reserves the right to refuse or stop alcoholic beverage service to any individual or group at any time. The Museum is required to enforce Colorado and Denver liquor laws at private events, including the prohibition of alcohol consumption by minors. The Museum's art liquor license prohibits the donation or advertising of any alcohol product. *Liquor may not be brought into or taken out of the Museum and may be consumed only in designated areas of the Museum.*
- The museum does not allow donated alcohol.
- If a client chooses to have alcohol served at their event, it is required that food be available during the entire time of alcohol service.

- The Museum makes every attempt to identify ingredients that may cause allergic reactions for those with food allergies. Every effort is made to instruct our food production staff on the severity of food allergies. There is always a risk of cross contamination. There is also a possibility that manufacturers of the commercial foods we use could change the formulation at any time, without notice. Clients concerned with food allergies need to be aware of this risk. The Museum does not assume any liability for adverse reactions to foods consumed, or items one may come in contact with while eating at the Museum.
- With a two-week notice and dependent on availability, the Museum may provide prospective clients one tasting of items from its standard menus. The tasting will be for two people and will consist of four hors d'oeuvres, two salads, and two entrees as agreed by the Museum and prospective client. Charges apply for additional menu tasting items and guests.
- A bartender charge will be applied for all bars. Published prices are non-negotiable and all offerings are subject to change without notice.

DECORATION AND FLORAL ARRANGEMENT TERMS

- The Museum must approve all client supplied decoration and flower arrangements. The Museum does not assume any responsibility for the payment, loss, theft, or damages of such.
- The Museum does not allow the following décor items: confetti, birdseed, glitter, balloons or other loose décor such as synthetic snow or flower petals.
- Decorations may not be taped or tacked to any wall surfaces, exhibits, ceilings, glass, or equipment.
- Candles, votives, and hurricane lamps must comply with the city fire codes. Gasoline, propane or electric heaters, grills, or similar devices are prohibited.
- All freestanding and/or table decorations must be fireproof, pass Museum standards for safety, and be appropriate for the Museum setting.
- Decorations, floral arrangements, and entertainment equipment load-in and removal are the responsibility of the client and must be completed immediately following the event. Security may be required at additional cost.
- The client is responsible for any cleaning charges associated with decorations and floral arrangements.

SECURITY REQUIREMENTS

- Due to the nature of the Museum's collections, all events require Museum security officers. Security requirements vary depending on the event; therefore, security charges are not included in space rental pricing.
- The Museum requires that security be present at all times during the rental period. One or more security personnel may be required depending upon the size and scope of your event. Security will be scheduled for 30 minutes prior to the event start time and 30 minutes after the event.
- Additional security may be required for load in and load out of equipment for events.
- Museum security is charged at \$35 per hour; per officer, with a four-hour minimum.
- Number of required officers will be determined by Museum Security.
- DENVER LAW ENFORCEMENT—POLICE OFFICER
- Police Officer coverage is required when alcohol is served. Multiple officers are required for multi-bar events and for events larger than 500 guests.
- Police officer charge is \$150 per officer and arranged by the museum's security.

DMNS AV PACKAGES

All audiovisual equipment is provided exclusively by the Museum's Technical Operations Department. No outside audiovisual equipment is allowed. All areas, other than Phipps IMAX Theater and Gates Planetarium, require a technician. All packages listed below include 4 hours of labor. Any additional labor will be charged at \$55 per hour. Technicians will be scheduled for 1 hour prior to your event until 1 hour after. Please inquire for customized package needs. All AV equipment is subject to 24% service charge and applicable sales tax.

SOUTH ATRIUM

Package 1: Basic | \$400

Mic / podium

Package 2: Standard | \$750

Up to 4 mics / podium / laptop / computer audio / large screen and projector **OR** 3 LCD screens

Package 3: Advanced | \$1200

Up to 4 mics / podium / laptop / computer audio / 10' x 18' LED Wall/ up to 3 LCD screens / camera

MORGRIDGE FAMILY EXPLORATION CENTER

Package 1: Basic | \$400

Mic / podium

Package 2: Standard | \$750

Up to 4 mics / podium / laptop / computer audio / large screen and **OR** 3 LCD screens

Package 3: Advanced | \$1200

Up to 4 mics / podium / laptop / computer audio / LED Wall/ up to 3 LCD screens / camera

LEPRINO FAMILY ATRIUM

Package 1: Basic | \$300

Standard sound / microphone / podium

Package 2: Standard | \$550

Up to 4 mics / podium / 1 LCD / computer audio

Package 3: Advanced | \$700

Up to 4 mics / podium / up to 2 LCD's/ laptop

RICKETSON AUDITORIUM

Package 1: Basic | \$350

Podium mic / Screen / projector / computer / computer audio

Package 2: Advanced | \$500

Podium mic / screen / projector / computer / video recording / panel mics / audio feed

DVD play back / up to 8 microphones / computer audio

HARRY T. LEWIS ROOM | \$250

LCD television with Wireless connectivity

3RD FLOOR COMMUNITY ROOM | \$350

2 - 92" LCD Screens and 1 - 136" LCD Screen
Wireless connectivity

PORTABLE AUDIO SYSTEM | \$300

Bose sound for areas without built in audio

VIRTUAL & LIVE STREAM SERVICES

Package 1 – Camera, static video shot, audio feed | \$250

Single presenter.

Package 2 – Multiple video sources, audio feed | \$1000

Two way conversation call.

Package 3 – Multiple venues, simulcast, audio fee | \$2500

Additional technical details available upon request.

MUSIC PACKAGE | \$20

Add Spotify background music to any AV package

LED LIGHTING PACKAGES

Package 1: includes 4 up lights | \$40

Package 2: includes 8 up lights | \$80

Package 3: includes 16 up lights | \$140

Package 4: includes 24 up lights | \$200

DANCE FLOOR

Parquet Wood | \$500

Black and White Checkerboard | \$900

GRAND PIANO | \$225

WEDDING SUPPLEMENT

CEREMONIES

Ceremonies may only occur in conjunction with a booked reception here at the Museum and must follow the Museums Private Event Policies.

Clients are responsible for appointing a “day-of” coordinator to act as a liaison between wedding party and banquet managers. The coordinator will be responsible for orchestrating ceremony timing, reception details as well as oversee décor installation and removal.

CEREMONY FEE | \$1,000.00

Included in Ceremony Fee:

- Set up and tear down of theater style seating for guest count
- Chairs and Chair Covers for up to 150 guests
 - *Additional chair covers can be added at the cost of \$5.00 per chair*
- Standard Sound System with microphone and speaker
- One 30 minute rehearsal (*date to be coordinated with Event Consultant and must take place during the Museums normal business hours*)
- Private Suite (available 1 hour prior to ceremony)
- 10 Bottled waters for the wedding party prior to the ceremony
 - *Ceremonies in the North atrium incur additional \$200 for sound system.*

CITY PARK CEREMONY BACK UP LOCATION

- Rain Location for City Park Ceremony: \$500 with AV – Non-Refundable
Ceremony site will be based on availability and can't be located in a place that impacts other logistics
- Last Minute Rain Call for City Park: \$1,500 with AV – Some restrictions may apply
Rain call must be made by 12:00pm to notify staff of ceremony needs.

CEREMONIES

- Wedding Ceremonies may not begin prior to 6:00 p.m. Museum doors will be open for your guests beginning at 5:45 p.m.
- Wedding ceremonies taking place in City Park must have a permit from the Denver Parks & Recreation permitting office. Client is responsible for acquiring the proper permits. The museum has no control over events or festivals booked in City Park or on Denver Zoo Property. Parking in the lots is on first come first serve basis.
- Ricketson Auditorium is the standard rain back-up location for ceremonies planned for the Anschutz Family Sky Terrace.
- The Anschutz Family Sky Terrace is weather restricted. The Museum security department will make a weather call at 2:00pm on the day of the event. If there is inclement weather forecasted, the events team will set up according to the rain plan established with the Event Sales Consultant prior to the event. (No Exceptions)
- Room Diagrams must be finalized 3 business days prior to your event.
- Amplified music has restrictions. Please contact your Event Sales Consultant for specifics.
- All pre-approved plant and floral decorations including bridal bouquets, centerpieces and décor, must be removed by the client or the vendor the night of the event. Failure to remove these items may result in an additional cleaning

CURATOR TOURS AND LECTURE ENHANCEMENTS

OPTION 1: BEHIND THE SCENES TOURS

The Museum has 270,000 square feet of exhibition space; most people would never guess that 99 percent of the collection is preserved behind-the-scenes, out of public view. Your group can join Research & Collections Division staff on an exclusive, unforgettable, and behind-the-scenes tour of Anthropology, Earth Sciences, Zoology, and Archives

- Price \$500 per tour
- Tours will be approximately 45 minutes
- Participants limited to 10 per group; ages 12 and up
- Subject to staff availability
- Multiple tours may be purchased at the individual rate to accommodate larger groups
- Accessibility issues will be communicated to departmental staff at time of booking. Special needs can be accommodated, but will need to be planned in advance for alternate paths.

TOUR DESCRIPTIONS

The Anthropology Collection: As published in *Crossroads of Culture* (CU-Boulder Press, 2010) The Anthropology Collection includes exquisite Native American beadwork, basketry, and artwork, Lewis & Clark's telescope, and archaeological treasures from around the world.

The Earth Science Collection: Highlighted by the Ice Age discoveries made in Snowmass Village in 2010-11, the Earth Sciences Collection documents our dynamic earth and the biodiversity of the Rocky Mountain region from 500 million years ago to 10,000 years ago.

The Zoology Collection: From passenger pigeons to the last grizzly bear in Colorado, the Zoology Collections documents the ebb and flow of animal life and diversity in the Rocky Mountain region over the last 140 years.

Library, Archives & The Rare Book Room: From eight volumes and an atlas documenting Captain James Cook's voyages (1773-1784) to a second edition of Charles Darwin's *Origin of Species* (1860) the Rare Book Room contains early classic works in anthropology and the sciences.

OPTION 2: GROUP PRESENTATION

Your group will be joined by a museum curator or a member of collection staff in the Ricketson Auditorium (seats 250), the Phipps IMAX Theatre (seats 390), or the Gates Planetarium (seats 118) to learn about the Museum's dynamic research programs and vibrant collections.

- Price \$1,000 (note that additional fees may apply for AV needs)
- Presentations usually last 30-45 minutes
- Audience size is 50-390
- Subject to staff availability