

ASHEVILLE ART MUSEUM

Venue Rentals April 1, 2021 – July 31, 2021

1. **Atrium or Sculpture Terrace Rental** \$ 3,500
 - No food or drink allowed
 - Maximum of 50 people
 - Maximum 2-hour rental, including set up and breakdown
 - Theater style seating included upon request
 - Does not include Staff (additional cost)
 - Must follow approved vendor list

2. **Elopement Package - Atrium or Sculpture Terrace Rental** \$ 3,500
 - No food or drink allowed
 - Maximum of 25 people
 - Maximum 2-hour rental, including set up and breakdown
 - Theater style seating included upon request.
 - Does not include Staff (additional cost)
 - Must follow approved vendor list

3. **Atrium + Cocktail Reception Rental** \$ 5,500
 - Bar and passed hors d'oeuvres allowed (Catering and Bar – Additional Cost)
 - Maximum of 100 people
 - Maximum 4-hour rental, including set up and breakdown
 - Includes (2) bar tables, (4) cocktail tables, and (25) chairs
 - Does not include tableware, barware, or linen rentals
 - Does not include Staff (additional cost)
 - Must follow approved vendor list

4. **Atrium + Seated Dinner Rental** \$ 8,000
 - Full service seated dinner (Catering and Bar – Additional Cost)
 - Maximum of 100 people
 - Maximum 6-hour rental, including set up and breakdown
 - Bar and passed hors d'oeuvres allowed (Catering and Bar – Additional Cost)
 - Includes up to (8) round tables, (2) bar tables, (4) cocktail tables, and (25) chairs
 - Does not include tableware, barware, or linen rentals
 - Does not include Staff (additional cost)
 - Must follow approved vendor list

5. **Café & Sculpture Terrace Rental** \$ 5,000
 - Full service seated dinner or Cocktail Reception (Catering and Bar – Additional Cost)
 - Maximum of 50 people
 - Maximum 4-hour rental, including set up and breakdown
 - Includes existing tables, chairs, standard tables
 - Does not include tableware, barware, or linen rentals
 - Does not include Staff (additional cost)
 - Bar allowed at additional cost
 - Atrium rental for cocktail & hors d'oeuvres for additional fee
 - Must follow approved vendor list

6. Add-Ons (must have an above package)
- Champagne Toast Service \$ 1,500
 - Champagne Service per 25 people
 - House Champagne provided (alcohol substitutions available at additional cost)
 - Cake Cutting Service \$ 500
 - Cake not provided
 - Does not include tableware, barware, or linen rentals
 - Must follow approved vendor list
 - Ceremony Location Added to Reception \$ 1,000
 - Atrium or Gallery Landing Space (25 Max)
 - Adds 1 hour to maximum rental time
 - Must follow approved vendor list
 - Photography Additional Hours \$ 1,000
 - Atrium, Core Galleries, or Rooftop Terrace
 - Adds 1 hour to maximum rental time
 - Must follow approved vendor list
 - Exhibition Galleries Open for Guest Viewing \$ 2,000
 - Temporary Exhibition Galleries, Permanent Collection Hall, and core landing Galleries
 - AAM Gallery Security required at additional cost per gallery
 - Adds 1 hour to maximum rental time
 - Plaza Rental \$ 2,000
 - Décor Allowed (not included in price)
 - Must follow approved vendor list

Prices do NOT include AAM staffing or security costs, catering expenses, vendor expenses, rental expenses, decorations, floral, or alcohol.

All events are to start no earlier than 7pm on Wednesday, Friday, Saturday, Sunday or Monday (allowing 1 hour for set up). Events scheduled for Tuesdays are allowed from 10 am to 7pm. No events allowed on Thursdays.

Events must use Approved Vendor List unless otherwise approved by Venue Manager and Management. Asheville Art Museum venue rentals are managed by Shay Brown Events Management on behalf of the Asheville Art Museum. All venue rentals are required to use Professional Event Planner from the approved vendor list to coordinate with SBEM on behalf of the AAM. All rentals will be handled by AAM/ SBEM on behalf of the AAM.

Additional terms and conditions apply.

The Asheville Art Museum is a 501(c)3 non-profit organization and contributions are tax deductible to the extent allowed by law. The Museum will provide all necessary documentation for contributions made to the Client for their records.

Contact: 828.239.0928 or Email events@ashevilleart.org