

SPECIAL EVENTS AT MINT MUSEUM RANDOLPH

The image shows the exterior of the Mint Museum Randolph, a modern building with a large glass facade and a white metal frame. The building is set against a clear blue sky with some light clouds. In the foreground, there is a paved plaza with a set of concrete steps leading up to the entrance. To the left, there is a ramp with a black metal railing. The background features lush green trees and a clear blue sky.

Mint

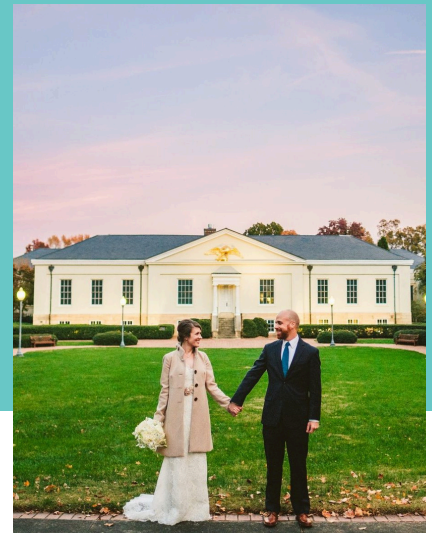


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INFORMATION

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

CALL

704.337.2132

E-MAIL

Laura Hale, Director Special Events
laura.hale@mintmuseum.org | 704.337.2057



Alison Rogers, Special Events Manager
alison.rogers@mintmuseum.org | 704.337.2094

MINT MUSEUM RANDOLPH

Mint Museum Randolph, located in what was the original branch of the United States Mint, opened in 1936 in Charlotte's Eastover neighborhood as the first art museum in North Carolina. Today, intimate galleries invite visitors to engage with Art of the Ancient Americas, Ceramics and Decorative Arts, Fashion, European, African, and Asian art, among other collections, along with a Heritage Gallery describing the museum's fascinating history. Resources include an expansive front and back lawn, a reference library with over 15,000 volumes, a theater featuring lectures and performances, and a Museum Shop.

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



NANCY A. AND J. MASON WALLACE ATRIUM

The atrium, featuring natural vegetation and floor-to-ceiling views of the terrace, gardens and park, hosts private events after hours when the Museum closes. The atrium has a capacity up to 80 for seated dinner or 200 for a cocktail reception.

Sunday–Thursday \$1,700; Friday–Saturday \$2,000



IVEY FORUM

This versatile space, on the Lower Level, features Star Gallery works of art by local students (during the school year) and kitchen access. It can accommodate 80 people theater-style, 72 for a seated meal, 36 in classroom style or 25 people board room style. It is an ideal venue for smaller seated dinners, corporate meetings, retreats, and seminars.

\$600 (Five hours and \$50 each additional hour)



VAN EVERY AUDITORIUM

The auditorium, located just behind the atrium, is a 174-seat circular theater with multiple entrances in the round with audio and video features and multiple entrances ideal for lectures, music performances, and film screenings.* The space is equipped with a removable podium with attached microphone, screen and projector.

\$1,000

* 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 by calling 704.622.8578 or email D2productionservices@gmail.com.

All photos this page: © James Martin



FRONT LAWN

Our stunning and spacious front lawn is available to rent for outdoor functions. The grounds are surrounded by foliage and gardens that are maintained by the Charlotte Garden Club. Renters are able to tent the lawn in order to provide privacy and protection from the elements. This is not a stand-alone rental, so renters must also choose an indoor space to rent for access to the catering kitchen and indoor restrooms.

Sunday-Thursday \$2,000; Friday-Saturday \$2,300



FRONT TERRACE

The Mint Museum's front terrace offers sweeping views overlooking the front lawn and Eastover Park. This space is perfect for cocktail hours, receptions and outdoor dinners under the stars. We can host private events after hours when the Museum closes. This space can also be tented for inclement weather. The front terrace is not available as a stand-alone rental.

Sunday-Saturday \$1,000



EAGLE TERRACE

The historic terrace with views of the Mint's original 1836 façade capped off by the museum's signature golden eagle, can accommodate 225 for outdoor events or ceremonies. The Eagle Terrace is not available as a stand-alone rental.

Sunday-Thursday \$1,200; Friday-Saturday \$1,500



Top photo: © Old South Studios, Bottom photo: ©Rob + Kirsten



GALLERIES

The museum's permanent collection and special exhibition galleries can also be opened after hours to allow guests to conduct a private, self-guided tour the museum.

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



DELHOM GALLERY

This gallery on the museum's Upper Level is a unique setting for art lovers featuring glass-enclosed showcases of work from the Mint's extensive and renowned Decorative Arts Collection. This space can accommodate 100 for a buffet seated dinner, 120 for a plated seated dinner, or 140 for a cocktail reception. Events in the Delhom Gallery may take place during museum's operating hours.

Sunday-Thursday \$1,500; Friday-Saturday \$1,900



HERITAGE GALLERY

This educational gallery that surrounds the Van Every Auditorium tells the illustrious history of the Mint Museum from inception to present day. This space is not a stand-alone rental, and must be rented along with another first floor space.

\$500

Middle and Bottom photos: © James Martin

EAT, DRINK & MARRY MINT

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

FRIDAY AND SUNDAY WEDDINGS ENJOY:

- Complimentary White Folding Chairs
- Complimentary Bottle of Champagne for the Bride & Groom

10% discount already calculated below!

FRIDAY RENTAL RATES

- Nancy A. and J. Mason Wallace Atrium - \$1,800
- Delhom Gallery - \$1,710
- Heritage Gallery - \$450
- Ivey Forum - \$540
 - Five Hours and \$50 each additional hour
- Van Every Auditorium - \$900
- *Front Terrace - \$900
- *Eagle Terrace - \$1,350
- *Front Lawn - \$2,070

SUNDAY RENTAL RATES

- Nancy A. and J. Mason Wallace Atrium - \$1,700
- Delhom Gallery - \$1,500
- Heritage Gallery - \$500
- Ivey Forum - \$600
 - Five Hours and \$50 each additional hour
- Van Every Auditorium - \$1,000
- *Front Terrace - \$1,000
- *Eagle Terrace - \$1,200
- *Front Lawn - \$2,000

*not available as a stand-alone rental



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© Aaron Dorn-Long



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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*

Complimentary 124 parking spaces at Randolph Road

Reduced gallery admission and docent tours

Complimentary use of the Mint's tables; White folding chairs are \$3 each

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 by calling 704.622.8578 or email D2productionservices@gmail.com.



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: Those who book events that include the presence of professional photographers may conduct unlimited photography during those events in the museum's public event spaces. Photography in galleries during privately booked events must be approved by the museum's Registration Department to ensure copyright rules involving images of works of art are followed. (No flash may be used and no photography is permitted where "No Photography" signs are on display). Any professional photography on museum premises conducted outside the time frame of a paid event must also receive Registration approval and may be subject to separate location fees. Onsite photography for news media or nonprofit use must be approved by the Public Relations Director.

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 25% 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 Randolph must conclude by 11 p.m. Monday-Saturday and 9:00 p.m. on Sundays.

Tables are included in the rental. White padded chairs may be rented for \$3 each. Table cloths and other décor items are not provided by the museum.

Tent Set up and Breakdown must be approved by the Special Events office. No vehicles are allowed on the grass without adequate ground protection boards or mats to protect against damage to the grass and creating ruts.

Please note: Loose glitter, birdseed, or bubbles 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.

Fundraising events that include live or silent auctions must be approved in advance by the Special Events Team. Auctions are not guaranteed to be approved.

Event parking Complimentary parking at Randolph Road

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.



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MINT BAR 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 Randolph Beverage Minimums-

\$1,500 on Friday evening events - \$2,500 on Saturday evening events - \$1,000 on Sunday evening events



OPEN FULL BAR

House Brands / Premium Brands

\$19 / \$21 per person	1hr
\$26 / \$29 per person	2hrs
\$28 / \$34 per person	3hrs
\$31 / \$39 per person	4hrs
\$35 / \$45 per person	5hrs

House Brands / Premium Brands

\$15 / \$17 per person	1hr
\$19 / \$21 per person	2hrs
\$24 / \$27 per person	3hrs
\$27 / \$30 per person	4hrs
\$30 / \$33 per person	5hrs



OPEN BEER & WINE

House Brands / Premium Brands

\$2 per person / \$3 per person	Full Add-on ONLY
\$2 per person / \$3 per person	Toast ONLY
\$4 per person / \$6 per person	Full Add-on & Toast



CHAMPAGNE BAR

\$8 / \$9 per drink	Liquor
\$7 / \$8 per drink	Wine
\$6 / \$7 per drink	Beer
\$29 / \$33 per bottle	Consumption Wine
\$26 / \$28 per bottle	Sparkling Wine
\$3 per drink	Soft Drinks + Water



CASH OR CONSUMPTION

***DOES NOT APPLY FOR WEDDINGS**

*Cash bar only applies to events SUNDAY - THURSDAY

*Consumption bars only apply to events with a guest count lower than 100

BAR PRICING ABOVE DOES NOT INCLUDE:

- 8.25% TAX
- CASHIER (\$25 PER HOUR) PROVIDED BY THE MINT UPON REQUEST
- BARTENDER, GLASSWARE, MIXED DRINKS, SOFT DRINK NOR BAR FRUIT; AVAILABLE UPON REQUEST FROM CATERER

ALCOHOLIC BEVERAGE PRICING

Consumption & Cash Bar Pricing includes liquor, wine, beer, and applicable sales tax. Drink prices do not include disposable cups, glassware, mixers, bottled water, soda, and bar fruit.

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 \$25 per cashier per hour. The Mint Museum will schedule the cashier(s).

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%.



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BEER AND WINE

AT THE MINT

HOUSE BRANDS

BEER

MILLER LITE
MICHELOB ULTRA
YEUNGLING
BECK'S

WINE

CABERNET
PINOT NOIR
SAUVIGNON BLANC
CHARDONNAY
MOSCATO

SPARKLING

additional fees apply
ROCK NEST BRUT CHAMPAGNE

PREMIUM BRANDS

BEER

OMB COPPER
HEINEKEN
CORONA LIGHT
LAGUNITAS IPA

WINE

ONE HOPE CABERNET
GRANITE HILL PINOT NOIR
WILLIAM HILL CHARDONNAY
WHITEHAVEN SAUVIGNON BLANC
BIELER PÈRE ET FILS ROSÉ
VILLA POZZI MOSCATO

SPARKLING

additional fees apply
LA MARCA PROSECCO

LIQUOR

AT THE MINT

HOUSE BRANDS

DEWAR'S SCOTCH

CANADIAN CLUB BLENDED WHISKEY

JIM BEAM BOURBON WHISKEY

TANQUERAY GIN

TITO'S VODKA

BACARDI SILVER RUM

PREMIUM BRANDS

CHIVAS REGAL BLENDED SCOTCH

JACK DANIELS WHISKEY

CROWN ROYAL BLENDED CANADIAN WHISKEY

BOMBAY SAPPHIRE GIN

GREY GOOSE VODKA

CAPTAIN MORGAN SPICED RUM

BACARDI SILVER RUM

LUNAZUL TEQUILA

Mint