

SPECIAL EVENTS AT MINT MUSEUM UPTOWN



Mint



Erin Allency Photography



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/rent-the-museum

E-MAIL & CALL

Laura Hale, Director Special Events
laura.hale@mintmuseum.org | 704-337-2057

Sofia Batres-Josifovski, Special Events Manager
sofia.batres-josifovski@mintmuseum.org | 704-337-2108



Olga Mohr Photography

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



Laura Hale



Photographer Unknown



Chris Edwards

ROBERT HAYWOOD MORRISON ATRIUM

This grand space features a 60-by-60-foot glass wall overlooking Levine Avenue for the Arts and the Knight Theater. Summer Wheat's *Foragers* piece reflects like stained glass, pictured on the left. 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 rst). The 4,000-square-foot event space accommodates the following guest counts:

400 standing
250 seated
170 seated with a dancefloor
250-300 theatre style

Sunday–Thursday \$3,750; + Van Allen Terrace \$4,350
Friday–Saturday \$4,750; + Van Allen Terrace \$5,650



James Martin

SALLY AND BILL VAN ALLEN TERRACE AND CARROLL GALLERY 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. The space can accommodate the following guest counts:

300 standing
50 seated
130 theatre style (Terrace)

Sunday–Thursday \$2,050

*The Carroll Gallery and Van Allen Terrace are not available as a stand alone rental on Fridays–Saturdays.

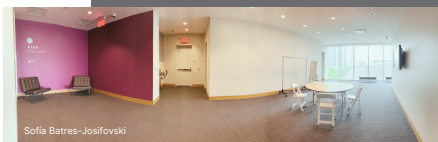


Christsey Rowe

JAMES B. DUKE AUDITORIUM + STAR Gallery

The Auditorium is located just off the Atrium. A 240-seat theater fully equipped with included modern audio and video features,* a private lobby (STAR Gallery on Mezzanine level), 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.

\$2,000 (five hours and \$100 each additional hour)



Sofia Batres-Josifovski



Jeff Clare

MARY LOU BABB 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
- 50 people crescent-style
- 100 people theater-style
- 80 people cocktail-style
- 64 people seated

Daytime \$1,250 (five hours and \$100 each additional hour)

Evening and Friday-Sunday: \$1,650 (five hours and \$100 each additional hours)



James Martin

CONFERENCE ROOM

An executive meeting room or lunch space with AV equipment* for up to 14 people boardroom style, overlooking the streetscape and Mariposa restaurant.

\$700 (five hours and \$100 each additional hour)



James Martin

*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 D2 Production Services.

You may inquire about rates and specifications via:
Phone: 704.622.8578

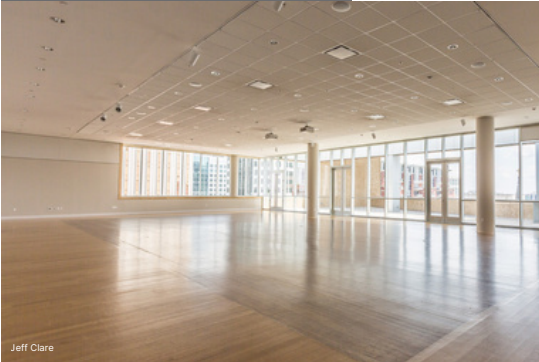
Email:

Doug@d2productionservices.com info@d2Productionservices.com
or visit their website D2ProductionServices.com

LEVELS 3 & 4 + TOP FLOOR LEVEL 5 PRICING



Michelle Huggins



Jeff Clare



Sofia Batres-Josifovski

GALLERIES

Levels 3 + 4

The museum's permanent collection and special exhibition galleries can be made available after hours to allow special events guests to tour privately. Galleries are not available as stand alone rentals, they must be booked in conjunction with a rentable room where the event is hosted.

No food or beverage allowed on gallery floors.

\$250 per hour

*additional fees may apply for certain exhibitions

MATTY AND MARC SILVERMAN GRAND ROOM AND TRUSTEES TERRACE

Level 5

The Grand Room, a 4,009-square-foot, modern audio-and video-equipped space*, boasts stunning views of uptown's cityscape. The dramatic semi-covered terrace, approximately 4,000 square feet, provides additional outdoor entertaining space. The Grand Room can accommodate:

400 standing

340 seated

250 seated with a dancefloor

300 theatre style

Sunday–Thursday \$4,750

Friday–Saturday \$6,250

THE QUEEN'S ROOM

Level 5

Inaugurated in 2021, the Queen's Room is a unique hybrid industrial style space that can host a variety of events. The room works well in a tandem form with the Silverman Grand Room and Trustees Terrace to host a reception for several hundred guests.

Sunday–Thursday \$2,700

Friday–Saturday \$3,500

The Queen's Room is not available as a stand alone rental on Fridays-Saturdays.

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You may inquire about rates and specifications via:

Phone: 704.622.8578

Email:

Doug@d2productionservices.com + info@d2productionservices.com

or visit their website D2ProductionServices.com

MARRYMINT

WEDDING CLIENTS AT THE MINT ENJOY:

- Complimentary Bridal Suite for Wedding Ceremony Clients
 - Boardroom if available + refreshments
 - Available to access at 10am, \$200 per hour fee for earlier access
 - Wedding Reception only clients have access 2hrs prior to event start time
- Complimentary Groom's Room for Wedding Ceremony Clients
 - Star Gallery if available + refreshments
 - Available to access at 10am, \$200 per hour fee for earlier access
 - Wedding Reception only clients have access 2hrs prior to event start time
- Complimentary tables
- Complimentary White Folding Chairs on Fridays and Sundays
- Complimentary White Folding Chairs for Saturday ceremonies if renting Gold Chiavari Chairs for reception
- Access to our Catering Kitchen
- Free 1hr Ceremony Rehearsal in the days leading up to your event pending Museum availability
- Mint Museum liaison available throughout your event

SATURDAY RENTAL RATES

Van Allen Terrace & Carroll Gallery + Atrium	\$5,650
Silverman Grand Room + Trustees Terrace	\$6,250
Queen's Room	\$3,500

FRIDAY RENTAL RATES

10% discount already calculated below!

Van Allen Terrace & Carroll Gallery + Atrium	\$5,085
Silverman Grand Room + Trustees Terrace	\$5,625
Queen's Room	\$3,150

SUNDAY RENTAL RATES

Van Allen Terrace & Carroll Gallery + Atrium	\$4,350
Silverman Grand Room + Trustees Terrace	\$4,750
Queen's Room	\$2,700

EXTRA SAVINGS ON FRIDAYS

Friday weddings approximately save an extra \$600 in security fees!

*Security + Housekeeping Outside Museum Hours - \$150/hr fee for any activity inside of the building outside of museum hours.

Charged per hour before 9am every day; after 9pm on Fridays, after 6pm on Saturdays and after 5pm on Sundays.



Party of Two Photography





Laura Hale



Sofia Batres-Josifovski



Kyo H. Nam

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 D2 Production Services. You may inquire about rates and specifications via: Phone: 704.622.8578

Email:

Doug@d2productionservices.com

info@d2Productionservices.com

or visit their website D2ProductionServices.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.

Minimum costs for food and beverage are based on groups of 50 guests or more Sunday-Friday and 125 guests or more on peak season Saturdays. We do our best to accommodate smaller functions when possible!

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.

Post Event Clean Up Renter and their vendors are responsible for all post-event clean up. All events are granted 1.5 hours for breakdown. The caterer is responsible for clean-up of kitchen, equipment and caterer related activities. Any and all decorations must be removed by Renter upon completion of event. Any cost incurred by the Mint for the clean-up or removal of event-related activities or materials will be charged to the Renter. Next day pick up subject to availability upon request, fees may apply.

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 from the rental rate. Discounts available Sunday–Thursday only.

Security and Housekeeping fees are charged for any activity inside of the building outside of museum business hours at \$150 per hour. Business hours: Tuesday, Thursday, and Saturday from 9am-6pm. Wednesday and Friday from 9am-9pm. Monday and Sunday from 9am-5pm.

15% upcharge applied to Holiday Weekend Events.

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 from the Mint's inventory are included in the rental. White padded chairs may be rented for \$3 each and gold chiavari chairs with an ivory cushion are available at \$9 each. Tablecloths and other décor items are not provided by the museum.

Prohibited Items include tasers, mace pepper spray, pyrotechnics, guns or dangerous weapons, illegal substances helium balloons, loose glitter and confetti, birdseed, rose petals, bubbles, smoke/fog machines and cold/regular sparklers are not allowed inside or outside the museum. Should any of these items be brought onto the Museum property, the Renter will be charged a \$2,000 fee (additional cleaning fees may apply).

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.

Past 11pm Fee - There is a \$500 fee for events wishing to host past 11pm per hour.

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 any Mint Museum property or grounds.

Event parking in the Levine Center for the Art Parking Garage off 130 West Brooklyn Village Avenue is \$10 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, feel free to request a membership application and return to the address listed.



Kristin Byrum Photography

ALCOHOLIC BEVERAGE PRICING

The Mint Museum carries all ABC permits and is the *exclusive* supplier of alcoholic beverages for all events. Any alcohol consumed inside the Mint must be purchased by the museum. The Mint Museum reserves the right to confiscate outside alcoholic beverages found onsite, fees may apply. Donated alcohol is not allowed on Mint Uptown property. Prices are based on in-stock brands and are subject to change without notification.

Prices below do not include applicable sales tax of 8.25%.

Beverage Minimums: Fridays \$2,000 | Saturdays \$3,500 | Sundays \$1,000



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



OPEN BEER & WINE

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



SPARKLING ADD ON

House Brands / Premium Brands

\$2 pp / \$3 per person	At the bar
\$4 pp / \$6 per person	At the bar + pre-poured



CASH OR CONSUMPTION

DO NOT APPLY FOR WEDDINGS

*CONSUMPTION BAR BILLING
AVAILABLE FOR EVENTS OF 100
GUESTS OR LESS ONLY.

*CASH BARS ARE AVAILABLE FOR
EVENTS SUNDAY-THURSDAY ONLY.

House Brands / Premium Brands

\$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
\$2 per drink	Soft Drinks + Water

ADDITIONAL FEES APPLY FOR DINNER WINE SERVICE:

- + \$5 House Brands
- + \$7 Premium Brands

Pricing does not include set-up (soft drinks, water, mixers, glassware) nor bartenders.
These items are available upon request from the 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. We do not allow consumption bars over 100 guests.

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

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

Bar Pricing does not include the set-up (soft drinks, water, mixers, glassware) or bartenders. These items are provided in a quote from the caterer. Prices do not include applicable sales tax of 8.25%.

Additional beverage charges would include wine service at dinner and pre poured beverages including champagne walls.



LIQUOR

AT THE MINT

HOUSE BRANDS

LUNAZUL TEQUILA

TITO'S VODKA

TANQUERAY GIN

BACARDI SILVER RUM

DEWAR'S SCOTCH

JIM BEAM BOURBON WHISKEY

CANADIAN CLUB BLENDED WHISKEY

PREMIUM BRANDS

ESPOLÒN BLANCO

GREY GOOSE VODKA

BOMBAY SAPPHIRE GIN

BACARDI SILVER RUM

CAPTAIN MORGAN SPICED RUM

CHIVAS REGAL BLENDED SCOTCH

MAKER'S MARK BOURBON

JACK DANIELS WHISKEY

CROWN ROYAL BLENDED CANADIAN WHISKEY

BEER & WINE

AT THE MINT

HOUSE BRANDS

BEER

MILLER LITE
MICHELOB ULTRA
YUENGLING
STELLA ARTOIS

WINE

MOSCATO
CHARDONNAY
SAUVIGNON BLANC
PINOT NOIR
CABERNET SAUVIGNON

PREMIUM BRANDS

BEER

OMB COPPER
HEINEKEN
CORONA LIGHT
LAGUNITAS IPA

WINE

THE CROSSINGS SAUVIGNON BLANC
WILLIAM HILL CHARDONNAY
VILLA POZZI MOSCATO
BIELER PÈRE ET FILS ROSÉ
CYPRESS VINEYARDS CABERNET SAUVIGNON
JOSH CELLARS PINOT NOIR, CRAFTSMAN COLLECTION

SPARKLING

HOUSE

BRUT BLANC DE BLANCS

PREMIUM

LA MARCA PROSECCO



Kristen Privette Photography



Just a Dream Photography

EXCLUSIVE CATERERS

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.

2nd Floor and Mezzanine Level

Something Classic

For menu and pricing contact Jill Marcus at jill@somethingclassic.com.

704.377.4202

the art of celebration



excellence. entertainment. environment.

5th Floor: Silverman Grand Room and Queens Room

Best Impressions

For menu and pricing contact Crystal Harrell at crystal.harrell@bestimpressionscaterers.com.

704.333.9779

BEST

IMPRESSIONS

CATERERS

Mint