

SPECIAL EVENTS AT MINT MUSEUM RANDOLPH



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

Carl Brown Jr, Special Events Manager
carl.brown@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 160- 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



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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 for wedding receptions or 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.

\$250 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 WEDDING 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 WEDDING 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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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.

*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 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.

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.

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

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.

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



OPEN BEER & WINE

House Brands / Premium Brands

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



SPARKLING ADD ON

House Brands / Premium Brands

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



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	<i>Liquor</i>
\$7 / \$8 per drink	<i>Wine</i>
\$6 / \$7 per drink	<i>Beer</i>
\$29 / \$33 per bottle	<i>Consumption Wine</i>
\$26 / \$28 per bottle	<i>Sparkling Wine</i>
\$2 per drink	<i>Soft Drinks + Water</i>

ADDITIONAL FEES APPLY FOR DINNER WINE SERVICE:

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

SODA & WATER IS NOT AVAILABLE FOR WEDDING BAR PACKAGES

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.



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BEER & WINE

AT THE MINT

HOUSE BRANDS

BEER

MILLER LITE
MICHELOB ULTRA
YUENGLING
STELLA ARTOIS

WINE

ROCK NEST MOSCATO
ROCK NEST CHARDONNAY
ROCK NEST SAUVIGNON BLANC
ROCK NEST PINOT NOIR
ROCK NEST CABERNET SAUVIGNON

PREMIUM BRANDS

BEER

OMB COPPER
HEINEKEN
CORONA LIGHT
LAGUNITAS IPA

WINE

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

SPARKLING

HOUSE

BRUT BLANC DE BLANCS

PREMIUM

LA MARCA PROSECCO

LIQUOR

AT THE MINT

HOUSE BRANDS

LUNAZUL TEQUILA BLANCO

TITO'S VODKA

TANQUERAY GIN

BACARDI SILVER RUM

DEWAR'S SCOTCH

JIM BEAM BOURBON WHISKEY

CANADIAN CLUB BLENDED WHISKEY

PREMIUM BRANDS

ESPOLÒN TEQUILA BLANCO

BOMBAY SAPPHIRE GIN

GREY GOOSE VODKA

BACARDI SILVER RUM

CAPTAIN MORGAN SPICED RUM

CHIVAS REGAL BLENDED SCOTCH

MAKER'S MARK BOURBON

JACK DANIELS WHISKEY

CROWN ROYAL BLENDED CANADIAN WHISKEY

The logo for Mint is displayed on a white, 3D-style rectangular block. The word "Mint" is written in a bold, sans-serif font, with each letter in a slightly different shade of teal. The block is set against a solid teal background.

Mint