The Modern









Thank you for your interest in the exclusive catering offered by Bon Appétit at the Modern Art Museum of Fort Worth.

Our company philosophy emphasizes exceptional quality, and we do everything possible to ensure the finest preparation and the most striking presentation for your event.

For questions regarding this catering guide and your menu planning, please call our Catering Department at 817.840.2175.

Event Capacity Chart

Café	Dinner with Existing Chairs/Tables	Dinner with Round Tables/Silver Chairs	Reception Style Food Stations	No Tables/Chairs
with Dance Floor	98 seats	150 seats	150 guests	170 guests
without Dance Floor	160 seats	200 seats	200 guests	240 guests
Lobby	Seated Dinner	Buffet Dinner	Hors d'oeuvre Stations	No Tables/Chairs
without Café	250 seats	400 seats	400 guests	600 guests
with Café	250 seats	600 seats	700 guests	800 guests

Rental Rates for the Modern and Café Modern

Please contact Catering at 817.840.2175 or <u>catering@themodern.org</u> for more information or to schedule an event.

Café Modern

Non-Member Rental Rate \$2,000 Existing Member Rental (Patron level) \$500

Grand Lobby and Café Modern

Includes Gallery access for up to 2 hours or until 9 pm.

Galleries not included for Wedding Receptions.

Saturday Evening 4 hour event rental: Founders Circle Membership/Donation \$7,500 Sunday- Thursday Evening 4 hour event rental membership \$5,000

Inquire about other rentals available

Modern Auditorium

No food or beverages allowed in the auditorium.

Capacity 250 seats
Rental Rate \$500
Member Rate (Patron level and above) \$350

Additional \$150 After-Hours Fee applies to all auditorium events during non-business hours.

Gallery Access

Galleries close at 9 pm. No food or beverages allowed in the galleries.

Rental Rate \$400 for two floors for two hours

\$200 per additional hour

Food and Beverage Minimum (exclusive of service charge and tax) will apply. Existing membership not required.



Equipment Rental Information

Included in Rental

Coat Check Attendant

Tall or Short Cocktail Tables

Existing Café Tables and Chairs

White or Black Square Linens

Round or Rectangular Cake Table

Round or Rectangular Sign-In/Registration Table

Round or Rectangular Seating Card Table

Rectangular DJ Table

Black Skirting for all Buffets, Bars, Cake, Sign-In, and DJ Tables

Tours by Docents in the Art Galleries (with Advance Notice, Gallery Access must be Rented, Not Available for Weddings)

Flatware & Glassware provided up to 200 guests

Complimentary Self-Parking

TABC Certified Bartenders and Servers

No cake cutting fee

Additional Fees (optional)

Round Guests Tables included up to 250 guests \$10 table \$300 Security Fort Worth Police required Power Hook up for Bands \$250 Removal of half tables and Chairs for Café Rental \$500.00 Removal of all tables and Chairs for Café Rental \$1000.00 \$150 Podium with Microphone Sound System for Background Music in the Café \$50 Valet Parking \$40/hour/attendant

\$400 Removal of Café Blue Chairs (use existing tables)

Staging for a Band

Call for Quote Standard Wood Parquet Dance Floor Call for Quote White Cushions for Silver Chivari Chairs \$4 per cushion

Passed Hors d'oeuvres

Choice of four items

Standard List \$12 per guest 1/2 Standard and 1/2 Premium \$14 per guest Premium List \$16 per guest \$3.00 per person additional Hors D'oeuvres

Standard Hors d'oeuvres	Premium Hors d'oeuvres	
Grilled Chicken Quesadilla with La Cocina Cheese	Wild Mushroom and Herbed Texas Goat Cheese Quesadilla	
Smoked Chicken, Brie, and Fruit Quesadillas	Grilled Cheese with Tomato Soup Shooter	
Warm Brie with Fig Merlot Preserves & Spiced Walnuts	Duck Spring Rolls with Asian Dipping Sauce	
Candied Bacon with Texas Goat Cheese Mousse	Tuna Tartar on a Wonton Chip	
Tomatillo Pork Tostadas with Cotija Cheese and Pico de Gallo	Lobster and Shrimp Cakes with Saffron Aioli	
Mini BLT Bites	Beef Tenderloin filled Gougeres with Boursin	
Mac and Cheese Bites	Shrimp Tostada with Cheese & Pickled Red Onion	
Pork Carnita with Chipotle Cheddar Quesadilla	Lump Crab Cake with Creole Rémoulade	
Twice Baked Truffled Potato Bites	Crispy Coconut Shrimp with Jezebel Sauce	
Wild Mushroom Quiche	Miniature Beef Wellington	
Bruschetta Caprese–Fresh Mozzarella, Basil, and Tomato	Shrimp Tostada with Cheese and Pickled Red Onion	
Cheese Puffs	Grilled Shrimp Shooter with Bloody Mary Sauce	
Spicy Beef Flauta with Avocado Cream	Prosciutto, Melon, & Blue Cheese Lavosh	
Spanakopita- Spinach and Feta Cheese Cups	Spicy Crab Endive Bites	
Mini Chicken Pot Pie	Petite Duck Nachos with Goat Cheese & Mango Pico	

Tomato Cup with Ceviche

Mini Chicken Salad Gougeres



Reception Stations Package #1

Minimum of 75 Guests Select 2 Hors d'oeuvres; 3 Food Stations Example Layout:

Passed Hors d'oeuvres (Select 2)

Standard List

Avocado Bar

Perfectly Ripe Avocado Halves with Assorted Salads and Toppings to Include: Lemon Dill Seafood Salad, Roasted Vegetable Couscous Salad, Roasted Corn and Black Bean Salad, Pico de Gallo, and Fresh Cut Limes

Mini Sliders

Angus Beef Burgers with Cheddar & Jalapenos Maytag Blue Cheese & Bacon Burgers Served with Crispy French Fries or Sweet Potatoes Fries

Southwest Munchies Station

Guacamole, Fire Roasted Salsa, Black Bean-Roasted Corn Relish, and Queso with Crispy Tortilla Chips

> Starbucks Coffee Station \$48 per Guest



Reception Stations Package #2

Minimum of 75 Guests 2 Standard 1 Premium Hors d'oeuvres; 4 Food Stations Example Layout:

Passed Hors d'oeuvres (Select 3)

2 Standard; 1 Premium

Artisanal Cheese Display

Chef's Selection of Gourmet Cheeses, Fresh Fruit Garnish, Mixed Nuts, Sliced Baguettes, and Crackers

Low Country Shrimp and Grits

With Cheddar Grits and Applewood Smoked Bacon

Tortilla-Crusted Boneless Chicken Breast

With Creamy Chipotle Sauce, Cheddar Mash, and Southwestern Stir Fry

Breads & Spreads Station

Warm Artichoke & Spinach Dip, Warm Creole Crab Dip, Guacamame Dip, Roasted Garlic Hummus. Served with Pita Chips, Flatbreads, & Tortilla Chips

> \$58 per Guest Water & Coffee Station Included



Reception Stations Package #3

Minimum of 75 Guests Premium Hors d'oeuvres; 1 Food Station; 3 Mini Meal Stations

Passed Hors d'oeuvres

Select 3; Premium list

Cocktail Salads (Select 2)

Bellini–Roasted Peaches and Almonds over Arugula and Radicchio with Gorgonzola and Champagne Vinaigrette Mojito–Hearts of Palm, Cucumber-Melon Relish, Mint, and Spiced Rum Vinaigrette Margarita–Avocado, Tortilla, Black Bean-Corn Relish, and Tequila-Lime Vinaigrette

Mini Meal Stations

Beef Tenderloin Medallions

with Aged Gouda Macaroni, Red Wine Demi, and Haricots Verts

Pan-Roasted Chicken

with Mushroom Madeira Cream and Cheese Tortellini

Low Country Shrimp and Grits

with Cheddar Grits and Applewood Smoked Bacon

Starbucks Coffee & Water Station \$69 per Guest

Dinner Buffet Options

Minimum of 50 Guests

All Buffets come with Salad, 2 Sides, and Chefs Seasonal Vegetables

Assorted Rustic Breads & Creamery Butter

Passed Hors D'ouerves for Cocktail Hour (select 3)

Choose 1 Entrée \$57.00 Choose 2 Entrée \$67.00

Entrée Selection

Grilled Chicken Breast with Creamy Artichoke Florentine Sauce
Modern Chicken Picatta with Capers, Caramelized Onions, and Pinot Grigio Butter
Pan-Roasted Chicken with Mushroom Madeira Cream
Macadamia-Crusted Tilapia with Passion Fruit Butter
Pecan-Crusted Idaho Trout with Creole Mustard Cream
Cajun Seared Strip Bass with Crawfish-Crystal Butter
Low Country Shrimp and Cheddar Grits with Tabasco-Bacon Pan Sauce
Rosemary Roasted Pork Tenderloin with Whole Grain Mustard Cream
Sliced Flank Steak with Roasted Mushrooms and Caramelized Onions
Panang Red Curry Beef with Asian Vegetables
Seared Beef Filet with Truffled Red Wine Demi (add \$2.00 per guest)
Tenderloin Medallions with Shitake-Sake Glaze (add \$2.00 per guest)

Salad Selections Choose One:

Mixed Greens Salad with Toasted Nuts and Balsamic-Honey Vinaigrette
Crisp Mixed Lettuces with Bacon, Petite Tomatoes, and Creamy Cucumber Herb Dressing
Texas Caesar of Romaine Lettuce, Corn Bread Croutons, Queso Cotija & Smoked Jalapeno Caesar Dressing
Spinach Salad with Blue Cheese, Candied Walnuts, Grapes & Cranberry Vinaigrette

Side Selections

Wild Mushrooms with Madeira Cream Sauce
Olives, Capers, and Fire-Roasted Tomato Sauce
Creamy Pesto and Sundried Tomatoes
Herbed Parmesan Polenta
Whole Grain and Rice Pilaf
Fragrant Herbed Rice
Roasted Potato Trio
Buttermilk Mashed Potatoes
English Cheddar Mashed Potatoes

Chef's Seasonal Vegetable Selection

Reception Displays and Stations

Minimum of 25 Guests, Minimum of 3 Stations

*Stations are self-serve, or an action station for an additional charge.

Artisanal Cheese Display Chef's Selection of Gourmet Cheeses, Fresh Fruit Garnish, Mixed Nuts, Sliced Baguettes, and Crackers	\$11 per guest
Avocado Bar (Seasonal) Perfectly Ripe Avocado Halves with Assorted Salads and Toppings to Include: Lemon Dill Seafood Salad, Ceviche, Roasted Vegetable Couscous Salad, Roasted Corn and Black Bean Salad, Pico de Gallo, Feta Cheese, Applewood Smoked Bacon, and Fresh Cut Limes	\$14 per guest
Vegetable Crudités Seasonal Vegetables Served with Wasabi Ranch Dip and Roasted Red Pepper Dip	\$11 per guest
Cocktail Salads (Choice of Two) Bellini–Roasted Peaches and Almonds over Arugula with Gorgonzola and Champagne Vinaigrette Mojito– Cucumber-Melon Relish, Mint, and Spiced Rum Vinaigrette Margarita–Avocado, Tortilla, Black Bean-Corn Relish, and Tequila-Lime Vinaigrette Chopsticks Salad–Blend of Asian Greens with Chinese Mustard Vinaigrette, Peanuts, and Crispy Wontons	\$11 per guest
Italian Antipasto Display Marinated Olives, Artichokes, and Mushrooms, Prosciutto, Salami, and Mortadella, Tomato-Mozzarella Pesto Salad, and Toasted Baguette Slices	\$13 per guest
Ceviche Station Traditional Cocktail of Shrimp, Tilapia, and Scallops Marinated in Lime Juice and Spices Toppings: Pico de Gallo, Tortilla Strips, Avocado, Cucumber Dill Relish, Pickled Onion, and Sweet Jalapeno Relish	\$16 per guest
Maki Sushi Station House-Made Spicy Crab Rolls, Crispy Vegetable Rolls, and Smoked Salmon Wasabi Cream Rolls With Pickled Ginger, Wasabi, and Soy. Seasonal Selections also available.	\$15 per guest
Chilled Shrimp Cocktail Display Lemon & Spice Shrimp, Classic Cocktail Sauce & Remoulade Sauces	\$14 per guest
Breads & Spreads Stations Warm Artichoke & Spinach Dip, Warm Creole Crab Dip, Guacamame Dip, Roasted Garlic Hummus. Served with Pita Chips, Flatbreads, & Tortilla Chips	\$13 per guest
	

Chicken Flatbread with Pesto Sauce, topped with Sundried Tomato, Caramelized Onion, and Brie

Fresh Mozzarella, Garlic Olive Oil, Artichoke, and Kalamata Olive

Prosciutto, Gouda, and Sundried Tomatoes Pesto

\$15 per guest

Flat Breads Station: Choice of two

Reception Displays and Stations

Minimum of 25 Guests, Minimum of 3 Stations

Mashed Potato Martini Bar \$12 per guest

Creamy Mashed Potatoes with Various Toppings to Include:

Whipped Butter, Sour Cream, Chives, Cheddar, Sautéed Mushrooms, and Bacon

Add Fried Chicken Bites \$5 per guest

Gourmet Macaroni and Cheese Station \$12 per guest

Decadent Three Cheese Sauce with Pasta and Various Toppings to Include: Broccoli, Sautéed Mushrooms, Bacon, Ham, Diced Tomatoes, and Chives

Carving Station

Served with Assorted Silver Dollar Rolls, Au Jus and Creamy Horseradish one meat \$14 per guest

Garlic and Pepper-Crusted Inside Round of Beef two meats \$21 per guest

Bourbon-Maple Glazed Ham Apple Jack-Glazed Berkshire Pork Herb-Infused Roasted Turkey Breast Roasted Beef Tenderloin (add \$6.00)

Taco Duo \$15 per guest

\$11 per guest

Duo of Soft Tacos Garnished with a Dollop of Guacamole and Tortilla Chip: Grilled Chicken with Poblano and Onions and Beef Carne Asada with Tomatillo Salsa and Queso Fresco

Munchies Station (Choice of Southwestern or Mediterranean)

Southwestern: Guacamole, Fire-Roasted Salsa, Black Bean-Roasted Corn Relish,

and Queso with Crispy Tortilla Chips

Mediterranean. Roasted Garlic Hummus, Roasted Eggplant Caviar, Cucumber Tzatziki Dip, and Tabbouleh with Pita Chips

Mini Meal Stations

Minimum of 100 guests

Chef's choice of vegetable unless otherwise noted.

Tortilla-Crusted Boneless Chicken Breast with Creamy Chipotle Sauce, Cheddar Mash, and Southwestern Stir Fry	\$17 per guest
Herb de Provence Grilled Breast of Chicken with Kalamata Tomato Sauce and Creamy Risotto	\$17 per guest
Pan-Roasted Chicken with Mushroom Madeira Cream and Cheese Tortellini	\$17 per guest
Macadamia-Crusted Tilapia with Toasted Coconut Jasmine Rice and Passion Fruit Butter	\$18 per guest
Low Country Shrimp and Grits with Cheddar Grits and Applewood Smoked Bacon	\$17 per guest
Beef Tenderloin Medallions with Aged Gouda Macaroni, Red Wine Demi, and Haricots Verts	\$19 per guest
Beef Tenderloin Medallions with Garlic Mashed Potatoes, Bourbon Demi, and Asparagus	\$19 per guest
Beef Tenderloin Medallions with Mushroom Risotto Cake, Demi-Glace, and Creamed Spinach	\$19 per guest
Mini Sliders (Choose 2) Miniature Angus Beef Burgers with Cheddar and Jalapenos Maytag Blue Cheese and Bacon Burger Served with Crispy French Fries or Sweet Potato Fries California Chicken Slider with Pepper Jack Cheese and Bacon Pulled Pork Slider with Roasted Apple Salsa Turkey Slider with Gouda & Cranberry Sauce Ham Slide with Mustard and Pickles on a King Hawaiian Roll BBQ Beef Brisket Slider with Coleslaw	\$16 per guest
Italian Ravioli Fresh Ravioli Pasta Filled with Three Cheeses and Topped with a Zesty Sauce of Tomato,	\$15 per guest

Olives, Capers, and Parmesan Cheese

Plated Dinner

2 course plated dinner; Salad, Entrée, Bread, tableside Wine Service

Texas Caesar of Romaine Lettuce, Corn Bread Croutons, Queso Cotija & Smoked Jalapeno Caesar Dressing Spinach Salad with Blue Cheese, Candied Walnuts, Grapes & Cranberry Vinaigrette Crispy Mixed Lettuces with Bacon, Petite Tomatoes & Creamy Cucumber Herb Dressing **Entrées** All seated dinners served with assorted rustic breads, creamery butter, and Starbucks coffee. *Choice entrées available for an additional charge. Please inquire for more details. Chicken Herb-Roasted Chicken with Caramelized Onion Jus and Sundried Tomato Polenta \$44 Chili Lime Marinated Chicken with Black bean/ Corn Relish & Queso Fresco Grits \$44 Roasted Airline Chicken Breast with Sundried Tomatoes, Artichoke Hearts, \$44 Button Mushrooms, and Parmesan Risotto \$46 Chicken Breast topped with Prosciutto and Provolone,

Salads (included in the entrée price, unless otherwise noted)

Mixed Green Salad with Pears, Pecans, Feta Cheese & Honey-Vanilla Vinaigrette

Pan-Roasted Chicken with Mushroom Madeira Cream and Cheese Tortellini \$46 Seafood Grilled Wild Salmon with Lemon-Thyme Butter, Buttermilk Mash, and Roasted Baby Vegetables \$48 Honey-Teriyaki Glazed Wild Salmon with Wasabi Mash and Sesame Snap Peas \$48 Crispy Trout with Provençal Ratatouille, Basil Potatoes, and Yellow Pepper Nage \$48 Lobster Pot Pie with Applewood Bacon-Wrapped Asparagus and Pernod Hollandaise \$60 Beef / Veal

Braised Short Ribs with marbled Potatoes and Crispy Tobacco Onions

Filet Mignon with Roasted Garlic Mashed Potatoes, Creamed Spinach & Demi-Glace

\$61

\$66

Roasted Beef Tenderloin Filet with Roasted Garlic Mashed Potatoes and Cabernet Demi	\$66
Grilled Beef Tenderloin Filet with Red Wine Sauce, Paired with Lobster Risotto and Saffron Jus	\$69
Roasted Veal Tenderloin over Gorgonzola Scented Creamer Potatoes, Roasted Peppers, and Porcini Mushroom Sauce	\$69
<u>Duet Plates</u>	
Anchiote Rubbed Petite Filet Mignon with Margarita Grilled Shrimp, Roasted Red Pepper Sauce, Chipotle Cheddar Grits, & Fire Roasted Vegetables	\$70
Grilled Petite Filet Mignon & Herb Roasted Salmon with Caper Butter & Smoked Tomato Coulis, Dill Whipped Potatoes, Citrus Scented Vegetables	\$70
Roasted Petite Filet Mignon & Seared Seabass with Balsamic Fig Gastrique & Shallot Orange Butter, With Garlic Roasted Marble Potatoes & Haricot Verts	\$74
Petite Beef Tenderloin Filet with Herb Grilled Boneless Chicken Breast, Mushroom Fondue, and Roasted Garlic Mash	\$65

Dessert Stations

Minimum of 25 Guests	
Dessert Shot Bar Chef's Choice of Assorted Cakes and Pies Served in Shot Glasses	\$10 per guest
Strawberry Shortcake Bar (Seasonal) Angel Food Cake with Fresh Strawberries, Balsamic Caramel Sauce, and Mountains of Whipped Cream Chef Attendant Included	\$13 per guest
Mini Dessert Display Assorted Miniature Sweet Bites	\$13 per guest
Cheesecake Bar New York-Style Cheesecake with a Variety of Toppings to Include: Chocolate-Vodka Sauce, Seasonal Fresh Fruits, Caramel, Nuts, Raspberry-Merlot Sauce, Whipped Cream, and Cherries	\$11 per guest
Chocolatier Assorted Decadent Chocolate Treats	\$14 per guest

Bread Pudding Bar

Traditional New Orleans-Style with Whiskey Sauce, Rocky Road with Chocolate, Marshmallows, Pecans, and Chocolate Fudge Sauce

Banana Cream with Roasted Bananas Toasted Macadamia Nuts and Coconut Caramel Sauce

\$9 per guest

Late Night Snacks

Recommended for half of guests toward the end of your reception \$3.00 per piece

Breakfast Burritos:

Potato, Egg, Bacon and Cheese

Mini Pigs in a Blanket

Cookies n Milk

Chocolate Chip or Oatmeal Raisin server with a Shooter of Mile

Mini Grill Cheese Sandwiches

Mini Beef Sliders with Cheddar Cheese

Flavored Coffee Station:

\$4.00 per person

Starbucks Regular & Decaf Coffee

served with Whipped Cream, Hazelnut, Vanilla, Caramel, Chocolate shaving, Cinnamon

Coffee Station with Cordials:

\$10.00 per person

Starbucks Regular & Decaf Coffee

Served with Baileys Irish Cream, Frangelico, Kahlua, Amaretto, Grand Marnier,

Chocolate Cigars, Whipped Cream, Cinnamon Sticks

Wine and Spirits Guide for Catered Events

All bars must close 30 minutes before reception ends.

No Shot Policy

<u>Hosted Bar Packages:</u> The set fee is \$275 per bar. This fee covers bar setup and bartender. One bar per 100 guests is required. All charges are based on a 4 hour wedding rental.

\$32 Beer/Wine/Champagne

\$37 Beer/Wine/Champagne/Standard liquor \$42 Beer/Wine/Champagne/Premium liquor

Specialty/Signature Cocktails are not included in package pricing.

Bar Package includes House Wine

<u>Hosted Bar based on consumption:</u> A Hosted Bar will be provided for your group for a fee of \$270 per bar. This fee covers bar setup and bartender. One bar per 75 guests is required. All charges (liquor, beer, wine, sodas) will be in addition to the Bar Setup Fee. All charges for drinks will be based on consumption.

House Wines (Red, White, Sparkling)

Standard Beer

Premium Beer

Standard Liquor

Premium Liquor

Sodas and Bottled Water

\$30/bottle

\$5/bottle

\$6/bottle

\$7/drink

\$8/drink

\$3/each

<u>Liquor:</u> Please select service with standard or premium liquors. Special-request liquors can be ordered with 30 days' advance notice.

Standard Liquors:Premium Liquors:Lone Star VodkaTito's VodkaBroker's GinTanqueray GinJack Daniel's WhiskeyMaker's Mark Whiskey

Dewar's Scotch

Pelican Bay Rum

Jose Cuervo Tequila

Jim Beam Bourbon Whiskey

Place S Mark Whiskey

Crown Royal Whiskey

Flor de Cana Rum

Chivas Regal Scotch

Sauza Hornitos Tequila

Standard Beer: Coors Light, Miller Light, Michelob Ultra

Premium Beer: Rahr & Sons, Martin House, Deep Ellum Brewing Co.

<u>Cash Bar:</u> The setup fee is \$250 per bar. This fee covers bar setup, bartender/cashier, and ticket sales. One bar per 100 guests is required. Prices are inclusive of sales tax.

House Wines (Red, White, Sparkling) \$9/glass
Standard Beer \$5.50/bottle
Premium Beer \$6.50/bottle
Standard Liquor \$8/drink
Premium Liquor \$9/drink

Sodas and Bottled Water \$3.25/each (Expense may be covered by host)

Frequently Asked Questions

Do we have to become a Member of the Museum to host a Private Event?

Yes, we do require Membership, but your Membership is built into your Room Fee Rental.

Are we able to host Wedding Ceremonies?

Unfortunately we are no able to host wedding ceremonies anywhere on Museum Property.

What Type of Deposit is needed to hold our Space?

The room rental is due with a Signed contract in order to secure your event space.

Are we allowed to bring in an outside caterer?

No, Café Modern is the Exclusive Catered for the Modern Art Museum of Fort Worth. The only exception is a professionally baked Wedding Cake from a licensed bakery & small favor gifts.

Are we allowed to provide our own Alcohol?

No, Café Modern provides all beverages, alcoholic and non-alcoholic Drinks. Café Modern can order a special wine, beer, or liquor with advance notice (based on availability)

Can we take home leftover food?

Unfortunately, for insurance reasons, we cannot allow food to leave the premises once it has been prepared. We are unable to ensure the quality & safety of the food once it leaves the building.

Are complimentary tastings provided?

Yes, tastings are scheduled after hours and with the availability of the Chef. We do not schedule tastings on the weekends or during another private event. Tastings are only available to Private Events with a Signed contract.

What time are we allowed to host an after-hours event?

Most likely after 7:00pm in the Café & 7:30 in the Grand Lobby, however this will depend on the current museum schedule. Please contact the Catering Director for further information. Each rental is for 4 hours, additional time can be requested, but additional charges will apply.

What time does set up begin?

Set up begins at 5:00pm, after the Museum closes to the Public. Early set up must be approved by the Catering Director and Museum Security.

How long do we have for tear down & must it be complete immediately after the Event?

Yes. All events must be cleaned up immediately following the event. Any flowers must be picked up by the florist or taken by the client. All dance floors, staging & any other non-museum furnishings must be removed from the building after the events. Events are allowed an Hour and half for cleanup.

What type of Decoration Restrictions does the Museum have? Balloons, confetti, glitter and Sparklers are not allowed on Museum Property. Nothing can be taped or attached to any wall, granite or concrete flooring. Candles are only permitted in the Café. All candles must be enclosed. No candles are allowed in the Lobby, the Café Patio, or the Sculpture Garden.