



FACILITY RENTALS

Private **Access** to a beautiful facility.

Museum facilities for your event will create a memorable experience.

	Rate Per Hour	Rate for 6 Hours	Minimum Rental Time	Reception Capacity	Meal Capacity
Entire Facility⁺	\$300	\$1,500	2 hours	1,500	600
Parade Grounds[*]	\$150	\$750	2 hours	1,500	400
Pavilion[*]	\$100	\$500	1 hour	200	100
Lobby	\$125	\$625	2 hours	150	100
Meeting Room⁺⁺	\$50	\$300	1 hour	40	32
Buffalo Plaza	\$100	\$500	3 hours	500	n/a

**Rental of the facility does not include access to the exhibit areas. Group rates are available for admissions to exhibits.*

**Rental of the Parade Grounds and/or the Pavilion includes access to the restrooms but not the lobby.*

***Rental rate for the Meeting Room is during museum hours. After-hours Meeting Room rental rate is \$100/hour.*

- ★ Rentals include tables and chairs for up to 100 people (excludes set-up, take-down & cleanup). Additional equipment is the responsibility of the renter.
- ★ Set-up and take-down service is available upon request for an additional charge.
- ★ Events may not start until 6:00 P.M. on Monday-Saturday, 5:00 P.M. on Sundays.
- ★ Set-up may be allowed at earlier times with staff approval and must be stated on rental contract.
- ★ 50% deposit is required to secure reservations; 50% of deposit is non-refundable (25% of total).
- ★ Food and drinks must comply with city health codes and must be supplied by a licensed caterer.
- ★ If alcohol is being served the renter is responsible for compliance with all Texas Alcoholic Beverage Commission policies (www.tabc.state.tx.us) and must provide a security officer.
- ★ All rates and policies listed are for private events. Public events (concerts, festivals, fundraisers etc) may have additional restrictions and/or fees. Additional restrictions may be included on contract.

