

### Package Pricing

84% of the WFMA’s Fine Art Permanent Collection is comprised of works on paper. To honor those pieces, each package is named after a printmaking technique.

The Lithograph \$3,300	The Mezzotint \$2,400	The Woodblock \$1,500
An ultimate package that includes the Cannedy Event Hall, Terrace, Art Lounge, Priddy Pavilion, Boardroom, Art Studio and Green Room. Museum Attendants, Interior Media Use, Kitchen Use, 20 tables with linens, 200 chairs, Gallery Access, and Cleaning Fee. Rental for 6 hours.	A versatile package that includes the Cannedy Event Hall, Terrace, Priddy Pavilion, Boardroom and Green Room. Museum Attendants, Interior Media Use, Kitchen Use, 15 tables with linens, 150 chairs, Gallery Access, and Cleaning Fee. Rental for 6 hours.	An airy outside package that includes the Terrace and Priddy Pavilion, Museum Attendants, 15 tables with linens, 150 chairs, Gallery Access, and Cleaning Fee. Rental for 6 hours.

### The Screenprint \$300

This package is perfect for small parties and gives you access to our art lounge, our second biggest event space. This package allows for a 3-hour time slot any time during our normal operating hours for up to 40 guests. Includes Kitchen Use, 7 Tables, 40 Chairs, Gallery Access, and Internal Media Use. Rental for 2 hours with 30 minutes set up and 30-minute tear down.

### Non-Package Pricing

Non-Package Pricing Includes the Room Rental Only.

Cannedy Event Hall \$750	Art Lounge \$500	Priddy Pavilion \$400
2000 sqft polished concrete floors for 120 guests with windows overlooking the terrace and sikes lake, and a grand piano.	1075 sqft polished concrete floors for 72 guests with large floor to ceiling windows overlooking the Priddy Pavilion and Sikes Lake.	4200 sqft outdoor space for 200 guests with in-ground amphitheater seating and a covered stage overlooking Sikes Lake.
Terrace \$300	Boardroom \$200	Art Studio \$150
3000 sqft outdoor space for 200 guests with a waterfront view adjacent to the Cannedy Event Hall.	425 sqft polished concrete floors for 20 guests with a large boardroom table and 12 cushioned orange chairs.	450 sqft with windows overlooking Sikes Lake for 25 guests.

### Green Room \$100

286 sqft room adjacent to the Cannedy Event Hall for 15-20 guests. Ideal space for small meetings or as a getting ready room.

### Fees

Cleaning (After Hours) .....	\$20 per hr
Museum Attendant (After hrs) .....	\$40 per hr
Security Guard (Min of 2 hrs) .....	\$40 per hr
Interior Media Use .....	\$50
Catering Fee .....	\$50

### Additional Amenities

Tables.....	\$10
Linens.....	\$10
Chairs.....	\$1.25
Kitchen Use/Ice Machine (rules apply) .....	\$30
Art Educator (min of 3 hrs) .....	\$30 per hr
Art Supplies.....	\$50
Day Before Set Up.....	50% Of Room Price
Day After Take Down.....	50% Of Room Price
Place Settings (max 100) .....	\$2
Includes: Dinner Plate & Silverware	
Black Linen Napkins (max 100) .....	\$0.50
Wine and Water Glasses (max 100) .....	\$1

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## Additional Information

### Catering/ Kitchen Use

The WFMA requires that Caterers be approved prior to booking. If you would like a preapproved list of caterers, contact the Museum Event Coordinator. The caterer or the External User must provide all dishes and serving pieces unless renting from the WFMA. Rented dishes must be washed and returned to their spot in the Kitchen before the end of the event. Failure to do so will result in an additional \$100 Cleaning Fee. At all events, the caterer or renter must provide any personnel for preparing, serving, cleaning, and washing before and after the event. Personnel under the age of 18 must be supervised by someone over the age of 19. The WFMA does not have a licensed-commercial kitchen. All food must be cooked prior to entering the WFMA.

### Alcohol Policy

TABC licensed server must be hired for liability purposes if alcohol is served. Alcohol Reservation needs to be submitted to MSU campus administration four weeks ahead of event. In addition, if any part of the event has alcohol outdoors, there must be at least one security guard present.

### Outside Rentals

The External User is responsible for rental, delivery, and pickup of any tents, chairs, tables, lights, cakes, flowers, decorations, or other items including furniture or fixtures or equipment for their event. It is mandatory to notify the Museum Event Coordinator of any additional items being rented from an outside contractor.

### Reservation Deposit

Payment of 50% of estimated cost is due in order to hold the date of your event and will be applied to your final invoice.

### Damages

Any damages or missing items will be the responsibility for the External User. An invoice will be sent to the client upon inspection and payment is due within 48 hours.

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