

Event Rentals

84% of the WFMA's Permanent Collection is works on paper; each package is named after a printmaking technique.

Package Pricing

Package	Price	Rental spaces included	Rental time	Tables and Chairs	Other Items Included in Package
The Lithograph	\$3,300	Indoors: Cannedy Event Hall, Art Lounge, Board Room, and Art Studio Outdoors: Terrace, Priddy Pavilion	6 total hours; includes setup and teardown	20 tables 200 chairs	Three Museum Attendants, Media Use, Kitchen Use, Gallery Access, Cleaning Fee
The Mezzotint	\$2,400	Indoors: Cannedy Event Hall, Board Room	6 total hours; includes setup and teardown	15 tables 150 chairs	Two Museum Attendants, Media Use, Kitchen Use, Gallery Access, Cleaning Fee
The Woodblock	\$1,500	Outdoors: Terrace, Priddy Pavilion	6 total hours; includes setup and teardown	15 tables 150 chairs	Two Museum Attendants, Media Use, Gallery Access, Cleaning Fee
The Screenprint	\$300	Indoors: Art Lounge	3 hours, includes setup and teardown	6 tables 40 chairs	Media Use, Kitchen Use, Gallery Access, Cleaning Fee

Non-Package Pricing

Includes 4 hours of space rental only. One Museum Attendant is provided with rental; additional staff are required depending on the number of spaces rented.

Space	Price	Description
Cannedy Event Hall	\$750	2000 sq. ft. indoor space; for 143 seated guests with windows overlooking the terrace and Sikes Lake, and a grand piano.
Art Lounge	\$500	1075 sq. ft. indoor space; for 36 seated guests with large floor-to-ceiling windows overlooking the Priddy Pavilion and Sikes Lake
Board Room	\$200	425 sq. ft. indoor space; for 18 seated guests with a large boardroom table and 12 cushioned chairs.
Art Studio	\$150	450 sq. ft indoor space with windows overlooking Sikes Lake for 33 seated guests
Priddy Pavilion	\$400	4200 sq. ft. outdoor space for 200 guests with in-ground amphitheater seating and a covered stage overlooking Sikes Lake.
Terrace	\$300	3000 sq. ft. outdoor space with a waterfront view adjacent to the Cannedy Event Hall.

Required Fees

Fee item	Fee	Description
Cleaning Fee	\$40	Trash removal, cleaning/putting away tables/chairs, floor cleaning
Museum attendant (business hours)	\$20/hour	Any additional attendants for multi-space or large events
Museum attendant (after hours)	\$40/hour	Any additional attendants for multi-space or large events
Security guard (minimum 2 hours)	\$40/hour	Required if alcohol is served

Other amenities

Amenity	Price	Description
Tables	\$10 each	Rental of round tables; tablecloths not provided
Chairs	\$1.25 each	White folding chairs
Media use	\$50	Use of museum screens/projectors; computers not provided
Kitchen Use/Ice Machine	\$30	Use of refrigerator, ice machine, and counter space
Art Educator (minimum 3 hours)	\$40/hour	To provide art activities associated with the event
Art Supplies	\$50	Supplies for art activities
Setup on day before event	50% of room price	Reserves the space and permits early load-in of supplies and decorations; must be during regular museum hours
Teardown on day after event	50% of room price	Reserves the space and permits late removal of supplies and decorations; must be during regular museum hours
After hours deliveries	\$40/hour	For catering or supplies delivered outside of museum hours

Deposit, Contract, and Payment Timeline

A payment of 50% of the estimated cost is due at the time of reservation to hold the date of your event and will be applied to your final invoice. The remaining balance must be paid by 8:00 AM on the day before the event. Failure to pay the balance will result in the event being cancelled. A signed contract is required to complete the rental. The contract addendum provides a comprehensive list of WFMA event policies that must be followed.

Any damages or missing items will be the responsibility of the External User. An invoice will be sent to the External User for any damages or missing items, and payment is due within 48 hours. Failure to pay a damage fee will result in the inability to reserve WFMA event spaces in the future and may lead to possible legal action.

Additional information

Catering and kitchen use

The WFMA requires Caterers to be approved before booking. The museum can provide a list of pre-approved caterers upon request. The caterer or the External User must provide all dishes and serving pieces. The caterer or renter must provide any personnel for preparing, serving, cleaning, and washing before and after the event. Individuals under the age of 18 must be supervised by an adult who is at least 19 years old. All food must be cooked before entering the WFMA. The WFMA does not have a licensed commercial kitchen.

Alcohol Policy

A Texas Alcoholic Beverage Commission (TABC) licensed server must be hired for liability purposes if alcohol is served. An Alcohol Reservation form must be submitted to the MSU campus administration at least four weeks before the event. 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 the rental, delivery, and pickup of any tents, chairs, tables, lights, decorations, furniture, 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.

Discounts

Eligible discount category	Percent discount
Collectors Circle Member Level 3	10%
Military (with ID)	10%
MSU Affiliation (faculty, staff, student, or alumni)	20%
Nonprofit	20%

Discounts cannot be combined with any other coupons, discounts, offers, or promotions. Discounts cannot be used for prior purchases. Other restrictions may apply. No cash value.