

# **CLEVELAND HISTORY CENTER**

of the WESTERN RESERVE HISTORICAL SOCIETY

## **Facility Rentals Capacity and Fee Schedule**

(as of January 2018)

### **Space(s) Capacity**

#### **Norton Gallery**

1,943 square feet  
Standing: 300  
Theatre: 200  
Banquet: 130

#### **Hassler**

Theatre: 100  
Banquet: 50  
Classroom: 40

#### **Reinberger Gallery**

1,583 square feet  
Standing: 400  
Theatre: 150  
Banquet: 80

#### **Crawford Galleries**

Standing: 500  
Theatre: 300  
Banquet: 250 (with dance floor)

#### **Crawford Lobby**

1,366 square feet  
Standing: 250  
Theatre: 100  
Banquet: 50

#### **Learning Space**

Theatre: 100  
Banquet: 50  
Classroom: 50

#### **Community Conference Room**

Theatre: 50  
Banquet: 40  
Classroom: 24

#### **Hanna Library**

With wooden table in place, maximum of 20 people as a meeting space

#### **Hanna Garden**

200 on lawn  
Maximum of 250 with use of patio and gravel paths

#### **Hay Reception Hall**

800 square feet  
Banquet: 50  
Cocktail: 100

#### **Hay Dining Hall**

Standing: 25  
Maximum of 10 dining at table

#### **Hay Garden**

Theatre: 80  
Cocktail: 150

**Contact: Sales Manager | (216) 721-5722 ext. 1405 | [Sales@WRHS.org](mailto:Sales@WRHS.org)**

**Cleveland History Center | 10825 East Boulevard | Cleveland, OH 44106 | [www.wrhs.org/rentals](http://www.wrhs.org/rentals) | [@CleStartsHere](https://twitter.com/CleStartsHere)**

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### **Fee Structure**

As of January 1, 2018

With the exception of the garden rentals for weddings, all rentals for day are 8:00 am to 5:00 pm. Wedding rentals are defined below. Evening rentals are defined as all bookings outside of normal museum hours (Tuesday-Saturday 10am-5pm) and are for a maximum of 6 hours.

All rental fees include use of space, tables/chairs, and security. Evening rentals (after 5pm) include parking. Parking for daytime rentals (Tuesday-Saturday 8 am – 5 pm) is \$5 per car.

#### **Crawford**

<b>Number of Guests</b>	0-100	101-150	151-200	201-250	251-300
<b>Rates</b>	\$2,500	\$3000	\$3,500	\$4,000	\$4500

\*Contact WRHS Sales Manager for events with more than 300 guests.

#### **Add the Euclid Beach Park Grand Carousel to your Crawford space rental:**

- \$500 for use of Carousel Pavilion space (without riding)
- \$1000 for use of Carousel Pavilion space with unlimited rides (ends at 10:00 pm)

#### **Norton**

Daytime use (from 10:00-5:00 P.M.): \$1000

Evening use (from 5:00-Midnight): \$2000

#### **Historic Gardens (Hay Garden and Hanna Courtyard Garden) - up to 200 guests is \$1500**

- Garden discounted to \$1000 if rented in conjunction with another space
- Includes use of garden 1 hour for rehearsal (finish by 5:45 pm) and 2 hours for ceremony
- Includes reservation of rain space (for use of Crawford as rain space = addtl. \$750)
- For use of same garden as reception space, please follow the Crawford price scale above
- For use of opposite garden as reception space = \$2500 (ex., ceremony in Hay, reception in Hanna)

#### **Full Museum rental – Pricing available upon request**

#### **Meeting Space**

- \$250 for daytime rentals for up to 4 hours
- \$500 for daytime rentals exceeding 4 hours

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#### **Meeting Space Continued**

**Hanna Library** - only available to rent during the day for meetings; \$250

**Hay Reception Hall** = \$1,500

**Hay Dining Room** = \$1,000

#### **A/V Equipment** (pricing based on competitive analysis)

Our audio/visual equipment will be available for rent per the pricing below. The A/V in our meeting spaces is fixed thus will be included in the rental price.

Podium with Microphone: \$50

Projector: \$100

Projection Screen (6 foot) \$25

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