

St. Petersburg Museum of History

Downtown Waterfront **Rental Destination**

Surrounded by spacious parks, historic landmarks & the nationally-acclaimed downtown waterfront, the St. Petersburg Museum of History offers the most unique rental facility in the Sunshine City.



Our facility includes the following:

- Breathtaking views of the Vinoy Yacht Basin and the historic Vinoy Hotel
- Versatile indoor/outdoor rental space
- Access to galleries and exhibits
- Over 2,300 square feet of gathering space
- On-site café and alcohol catering
- Audio/Visual capability
- On-site tables and chairs
- Adjacent public parking for up to 400 vehicles
- Experienced and friendly staff

The *Flight One Gallery* accommodates up to 150 guests for seated dinners, and up to 200 for cocktails/dancing. Whether it's a banquet, reception, wedding, corporate event or private party, the Museum provides a memorable setting for your special event.

Visit our website at www.spmoh.org for more information and for photos of previous events. Photos of previous events can also be accessed via our Facebook page: www.facebook.com/spmoh. For facility rental inquiries, please contact:

Rick Schmidt
Director of Marketing and Sales
727.894.1052 ext. 205
rick@spmoh.org

RENTAL INFORMATION

EVENING RENTAL OVERVIEW

- The Museum is available for rental seven days a week.
- The Standard Rental is five (5) hours, plus two (2) hours for setup. Interior rentals may not begin prior to 6:00p.m.
- If the Renter needs to extend the event past the 5-hour period, an additional rate of \$200 per hour is applied, for a maximum of an eight (8) hour rental. Additional hours must be contracted seven (7) days in advance of the scheduled event.
- To reserve the facility, the Renter must sign a Rental Agreement and pay a non-refundable deposit of \$500. Deposits are applied to the final cost of the rental.
- The balance of the Rental Fee is due sixty (60) days prior the Event Date. If the reservation is booked less than sixty (60) days prior to the Event Date, the Rental Fee is due in full at the time the reservation is made.

INCLUDED IN THE RENTAL

- Use of the contracted space
- Use of the Museum’s 60-inch round tables
- Use of the Museum’s rectangular tables (6-foot & 8-foot)
- Use of the Museum’s chairs (for interior rental only)
- Standard Setup & Cleanup Fees

PRICING & ADDITIONAL FEES

	Fri-Sun	Mon-Thurs
• Standard Rental Rate:		
Run of Museum*	\$2,900+ tax	\$2,300+ tax
Flight One Gallery only*	\$2,500+ tax	\$2,000+ tax
Museum Lawn**	\$500+ tax	\$500+ tax
• Security	\$100 per guard	\$100 per guard
• Additional Rental Time	\$200/hr	\$200/hr
• Additional Setup Time	\$100/hr	\$100/hr
• Audio/Visual		
A/V Wall	\$200	\$200
Gallery Video Monitor Use***	\$100	\$100
• Additional 60-inch Round Tables	\$9/each	\$9/each
• Additional 6ft/8ft Rectangular Tables	\$9/each	\$9/each
• White Garden Chairs****	\$3/each	\$3/each

*Based on 5-hour standard rental, plus 2-hour setup time

**Only available as additional option with rental of facility; must rent additional chairs for outdoor use

***Subject to availability with current exhibit

****Required for outdoor rental. For indoor & outdoor rental use, fee is \$3.50.

CATERING/VENDORS

- The Renter must notify the Museum of their choice of caterer thirty (30) days prior to the Event Date. Although not exclusive, the Museum encourages the Renter to use caterers on the St. Petersburg Museum of History Pre-Qualified Catering List. Please be aware that any caterer not on the Pre-Qualified Catering List will be invoiced for a 15% catering service fee by the Museum, and this cost may be reflected in the amount charged to the Renter by the Caterer.
- Any caterer not listed on the Pre-Qualified Catering List is required to complete a catering agreement, including a copy of their catering license and proof of liability insurance naming the St. Petersburg Museum of History and the City of St. Petersburg as co-insured, at least thirty (30) days prior to the event.
- On the day of the event, the Caterer may access the facility for preparation no more than 2 hours prior to the start of the event.*
- Caterers are required to clean up all prep/service areas. This includes the clearing of removal of all plates, glasses, utensils, and linens. The Renter will be subject to additional cleanup charges should the caterer fail to comply.
- All alcohol catering must be contracted through Hops & Props, Inc.
- Although the Renter is responsible for making their own arrangements for additional items such as linens, entertainment, decorations, or photography, the Museum can provide a trusted, pre-approved vendor list.

* Unless otherwise agreed upon and contracted between the Museum and the Renter

PRE-QUALIFIED CATERING LIST

The St. Petersburg Museum of History is proud to present this list of caterers who have pre-approved to provide catered food services to users of the facility. The Renter must notify the Museum of choice of caterer from this list at least sixty (60) days prior to the scheduled event.

Catering by the Family
Tampa
813.875.2000
cateringbythefamily.com

Olympia Catering
Tampa
813.251.1886
olympiacatering.com

Hops & Props
St. Petersburg
813.416.3794
hopsprops.com

Orange Blossom Catering
St. Petersburg
727.822.6129
orangeblossomcatering.com

Milan Catering
St. Petersburg
727.317.3500
milancatering.com

Parkshore Grill
St. Petersburg
727.896.3463
parkshoregrill.com/catering.html

Exclusive Alcohol Caterer

Hops & Props
335 2nd Ave NE
St. Petersburg, FL 33701
Contact: Lucy, 813.416.3794

PREFERRED PROFESSIONALS

DJ Services:
Grant Hemond & Associates
727.736.2316
granthemond.com