

A large, detailed dinosaur skeleton is the central focus, displayed in a museum hall. The skeleton is illuminated with dramatic blue and purple lighting. In the background, a crowd of people is gathered, some standing and talking, others seated at tables. The ceiling is high with visible structural beams and lighting rigs. The overall atmosphere is that of a high-profile event or exhibition.

ORLANDO
SCIENCE
CENTER
VENUE
RENTALS

TABLE OF CONTENTS

DINODIGS.....	4
FINFROCK TERRACE.....	5
OUR PLANET.....	6
FOUNDERS ROOM.....	9
OBSERVATORY.....	10
KINETIC ZONE & TRAVELING HALL.....	11
DIGITAL ADVENTURE THEATER.....	12
DR. PHILLIPS CINEDOME.....	13
AMENITIES.....	14
CATERERS.....	16
VENDORS.....	17
FAQ.....	18

To reserve an event date, set up a meeting, or ask questions
please call 407.514.2290 or email htillem@osc.org.

From corporate events and film screenings to milestone celebrations, Orlando Science Center's indoor and outdoor settings feature backdrops ranging from the modern Orlando skyline to prehistoric dinosaurs and everything in between.

Located just outside downtown Orlando in beautiful and historic Loch Haven Park, Orlando Science Center's unique architecture and creative energy make it the quintessential setting for any event.

A striking five floor facility, Orlando Science Center has more than 200,000 square feet of exhibits turned event space. Our facility holds up to 2,500 guests, and our various event spaces can be combined to accommodate multiple locations for your event. Each level is constructed around a rotunda featuring several interactive science exhibits and all floors are available for private functions.

By hosting your event at the Science Center, you will also be providing mission-enabling support to our organization, ensuring that inspiring and engaging educational experiences are available for curious minds of all ages throughout our community and beyond.

Our talented events team is adept at making every event unforgettable, leveraging our strengths to create a fun, eclectic atmosphere, no matter what you're searching for. We provide assistance every step of the way to ensure an unforgettable and seamless event for you and your guests.

WE HAVE
EVENTS
DOWN TO A
SCIENCE



DINODIGS

Care to add a prehistoric touch to your event? DinoDigs is a one-of-a-kind event space to suit your prehistoric party plans. In fact, it's the only location in Central Florida where guests can dine, dance, and celebrate in the company of dinosaurs. Boasting dramatically high ceilings and epic photo backdrops, this space can be customized to fit all your event needs! Whether it be an award presentation or a holiday celebration, guests are sure to have a great time exploring all of the unique features of a dino-filled room. DinoDigs provides a unique, whimsical, and exciting atmosphere unlike anything in Orlando.

CAPACITY

Seated Reception.....200

Cocktail Reception.....500

Theater Style.....250

*Image Credit: (Top to bottom)
That First Moment, VMP Photography,
Rudy & Marta Photography*





FINFROCK TERRACE

With panoramic, unobstructed views of Downtown Orlando, a canopy of market lights, and stunning surrounding greenery, the FINFROCK Terrace makes the perfect canvas to create an unforgettable event. Enjoy a cocktail reception overlooking the City Beautiful as the sun sets in the distance, dine under a sky full of stars, or enjoy the light evening breeze as you dance the night away. The FINFROCK Terrace offers plenty of room for all of your event celebrations with weather back-up options just feet away inside our facility!

CAPACITY

Seated Reception.....	200
Cocktail Reception.....	500
Theater Style.....	250

**For receptions taking place on the FINFROCK Terrace, event end time is 10:00 p.m. Please reference FAQ's for noise ordinance guidelines.*



Image Credit: (Top left to bottom) Roberto Gonzalez, Shaina DeCiryay, Damon Tucci



Image Credit: (Top to bottom) Nova Imagery, That First Moment, Sunshine Photographics

OUR PLANET

Watch your guests unearth the wonders of Our Planet with an array of engaging hands-on exhibits and let science set the scene for your event! Whether you're looking for an intimate presentation space that is out-of-this world, or a fun interactive cocktail reception, Our Planet has it all. Guests will shake things up on an earthquake simulator, make and launch paper airplanes, and use our weather stations to predict clear skies for your celebration. With built-in event entertainment and a customizable suspended globe, perfect for branding opportunities, Our Planet creates the perfect atmosphere for any event!

CAPACITY

- Seated Reception.....100
- Cocktail Reception.....200
- Theater Style.....150



DINODIGS, FINFROCK TERRACE, & OUR PLANET

With all 3 spaces located on Level 4 of our building, you can combine all 3 locations to create multiple experiences, taking guests from a cocktail hour and silent auction, to a plated dinner and presentation, followed by a night of dancing.

RENTAL COSTS

Saturday.....	\$5200
Friday.....	\$3900
Sunday.....	\$4200
Monday – Thursday.....	\$3500





Image Credit: (Top to bottom) Live Happy Studio, Roberto Gonzalez

FOUNDERS ROOM

With a scenic view of Loch Haven Park, Founders Room is the perfect space for a meeting or event. This versatile space can be set several different ways to accommodate all your event needs. Additionally, the private room is accessed by our Fusion: A STEAM Gallery exhibit. This exhibit shows that art and design aren't removed from science – they are essential complements. This area is perfect for registration, receptions, food and beverage, and inspiring breaks from your meeting.

Founders Room can be used as one large meeting space with built-in screens and projectors in the front and back of the room, built-in sound system, and up to 3 microphones. If breakout space is needed, Founders Room can be divided in half and work as 2 separate spaces.

Available for rentals from 8:00 a.m. – 5:00 p.m.

Rental Fee.....\$900

CAPACITY

Seated Reception.....100

Cocktail Reception.....75

Theater Style.....150



Image Credit: (Top to bottom) Roberto Gonzalez, Laura Bastidas



OBSERVATORY



Image Credit: (Both photos) Roberto Gonzalez

Add a truly special touch to your next event by incorporating the Observatory. Guests will have access to Orlando's best view for stargazing using Florida's largest publicly accessible refractor telescope. Give event guests an out-of-this-world experience while they enjoy cocktails and dinner paired with a guided tour of the night sky.

Looking for a special gift to commemorate the evening? Adopt a star for each of your guests! Each guest will leave with a customized certificate identifying their star, the story behind the star, and a star viewing guide. Please inquire for more information about the Adopt-A-Star program.

Rental Fee..... \$2000

CAPACITY

Seated Reception.....50

Cocktail Reception.....50



KINETIC ZONE & TRAVELING HALL

Invite your guests to challenge their minds in our Kinetic Zone exhibit hall with a series of hands-on exhibits that encourage them to design, build, and test their own creation. Alongside Kinetic Zone sits our Traveling Exhibit Hall, which offers a variety of rotating, interactive exhibits throughout the year that'll keep guests guessing what lies just around the corner. Kinetic Zone offers a great back drop for an interactive cocktail reception and pairs well with a presentation in the Digital Adventure Theater.

Rental Fee \$2200

Pair Kinetic Zone & Digital Adventure Theater \$2500



Image Credit: (Both photos) Roberto Gonzalez



Image Credit: Roberto Gonzalez

DIGITAL ADVENTURE THEATER

Seating 220 people in cushioned comfort, the Digital Adventure Theater is perfect for performances, meetings, and other special events. The stage measures 22 x 30 ft. and has a 12 x 12 ft. retractable screen with full projector capabilities. Theater rentals include up to 6 microphones, a screen, projector, sound system, and an audio visual technician to run equipment.

Rental Fee \$2000

DR. PHILLIPS CINEDOME

Shake up your general sessions with stunning visuals on a larger-than-life scale. The Dr. Phillips CineDome's 180-degree giant domed screen surrounds guests and provides a unique viewing experience for films, product launches, or ceremonies.

Theater rental includes one microphone, screen, projector, sound system, and an audio visual technician to run equipment.

Rental Fee.....\$2500

CAPACITY

Theater Style.....310



Image Credit: (Both photos) Roberto Gonzalez



VENUE AMENITIES

ALL EVENT PACKAGES INCLUDE

- Seating for up to 150 guests
 - (18) 60" round reception tables seating 8 guests comfortably per table
 - (150) black or white resin chairs
 - (10) 6' tables
 - (10) cocktail tables
 - cake table included
- Complimentary garage parking with covered walkway.
- Dedicated Orlando Science Center Event Coordinator who will work closely with you and your vendors to ensure that the event proceeds smoothly and efficiently and will manage all of your day-of needs.
- Additional event labor, including set/strike staff, house manager, greeter, janitorial staff, and event staff.
- 5 hours of dedicated event time taking place from 6:00 – 11:00 p.m. Some areas are available to daytime rentals, please inquire for more information.
- Flexible room configuration to suit large or small groups. Room diagrams will be created using AllSeated. As the event date approaches event

staff will invite client and caterer to the software. Client can use the software to create seating arrangements, event timeline and much more. We also use this software to connect to your caterer.

- Digital signage monitors available for personalization located in different areas of the building.

HOW TO RESERVE A DATE

A 72-hour courtesy hold may be placed for an event date without a payment.

- To confirm a rental, a non-refundable payment in the amount of 50% of the rental fee and a signed rental agreement are required within two weeks of receiving the contract.
- The remaining balance is due one month prior to event date.
- Any additional charges to include additional tables and chairs, dance floor, or *T. rex* sign are due 1 week prior to event date.
- Cancellation of an event must be done via email through the Orlando Science Center Meetings and Events Office and will result in a loss of any money put toward reserving the event space.





Image Credit: (This page, from left) Ashley Jane Photography, Roberto Gonzalez (Opposite) Ana Howard Photography

EVENT ENHANCEMENTS

Celebrating with Orlando Science Center should be fun! Below are additional items to include in your event plans.

- Customize our largest event guest, Stan the *T. rex*, with a branded message held up by his teeth **\$100**.
- Looking to add a team building experience to your event? Visitors will get to “virtually” climb into the cockpit and experience life as a pilot in our immersive experience, Flight Lab. This experience uses real-world mission scenarios to teach standards-based STEM concepts and to develop critical communication, decision-making, team building, and collaborative skills. Missions can vary and certain tasks will require all 13 teams to work together. Flight Lab can accommodate up to 26 people per experience, broken into 13 groups of 2 **\$800**.

DANCE FLOOR

All dance floors are required to be reserved through Orlando Science Center. For customized dance floors, please contact event staff for price quotes. Prices include set up and break down of dance floors.

- **BLACK + WHITE**
18x18.....\$700
15x15.....\$600
- **WOODEN**
18x18.....\$600
15x15.....\$500
- **WHITE**
18x18.....\$800
15x15.....\$600
- **BLACK**
18x18.....\$800
15x15.....\$600

CATERERS

Orlando Science Center requires that all food and beverage be served by one of the licensed and insured caterers below.

- 4 Rivers Smokehouse
- Arthur's Creative Events & Catering
- Big City Catering
- Cuisiniers Catered Cuisine and Events
- Dubsdread Catering
- Hyatt Regency - Orlando International Airport
- John Michael Exquisite Weddings and Catering
- Millenia Event Catering
- Premier Event Services
- Puff 'n Stuff Catering*
- Sonny's BBQ
- Tim Webber Events

*Puff 'n Stuff Catering is the preferred caterer of the Orlando Science Center. Puff 'n Stuff Catering has a strong and lasting reputation for creating and catering incredible events.



Image Credit: (Both photos) Ashley Jane Photography



Image Credit: (Left to right) Ashley Jane Photography, Roberto Gonzalez

PREFERRED VENDORS

The vendors below are the preferred vendors of Orlando Science Center. We want only the best vendors for our clients and we stand behind their services and products.

FLORIST

- Atmosphere Floral
- Emerald Gardenia
- Flowers by Lesley
- In Bloom Florist
- Lee Forest Design

ENTERTAINMENT/DJ

- Junction 88 Productions
- Bay Kings Band
- Buzzcats
- DJ Gary White
- DJ Live Productions
- DJ Rey
- Felix & Fingers
- Orlando DJ Group
- Our DJ Rocks
- The Sweet Talkers
- White Rose Entertainment

DÉCOR AND FURNITURE RENTAL

- American Furniture Rental
- Chic! Event Furniture
- Orlando Wedding and Party Rentals
- Swag Décor
- Wizard Connection

MISCELLANEOUS VENDORS

- Florida Candy Buffets
- Fun Planners
- Kelly's Homemade Ice Cream
- Espresso Events

AUDIO VISUAL

- American Audio Visual

FAQ's

Do you offer on-site coordination? If so, what services are included and is there an additional charge for them? Will the coordinator supervise day-of?

Yes. As event date approaches, we will introduce you to an Event Coordinator from our team who will be onsite the day of the event from beginning to end. The Event Coordinator is included with the facility rental and they generally have one to two event assistants on site to ensure the event proceeds smoothly and efficiently.

Event Coordinator will:

- Schedule load in of all vendors, confirm any table and power needs, and confirm any event details.
- Create room diagrams of event location(s) and share them with client and vendors.
- Direct set-up crew in the placement of tables and chairs, guide vendors to their set-up locations, and be available to answer any questions.
- Assist with placing event items onto a cart at the end of the event and will bring it to the designated vehicle in the parking garage. Client is required to load out all event items at the conclusion of the event.

Client's caterer will be responsible for the service and cleanup of all food and beverage.

Can guests visit all exhibit halls during an event?

Guests only have access to the exhibit halls that have been reserved during your contracted event time. If you would like to allow your guests to explore during regular operating hours, discounted tickets are available for purchase prior to event date.

Is there ample parking? Will guests be charged for parking?

We have 500 parking spots in the Orlando Science Center's parking garage with covered access into the building. Guests will receive complimentary parking. Please make sure to provide your guests with the parking directions sent to you from Orlando Science Center. The provided directions will direct your guests to the correct parking garage.

My guests are arriving by bus, is there a place for them to be dropped off and picked up?

Yes. The client, as well as the transportation company, will be provided with a map to our bus entrance located on Level 1.

What is your weather contingency plan when renting the FINFROCK Terrace?

In the case of inclement weather, Orlando Science Center events staff require a weather call be made by 3:30 p.m. the day-of the event in order to give vendors and our set-up crew time to complete event set-up. If the National Weather Service, or any of the local stations, forecasts 30% chance of rain or higher between the set-up time and the event end time, the event will be moved indoors. Once the call is made and the event area is set up indoors, or kept outdoors, the event set-up is considered final. The Orlando Science Center events department retains the right to make the final decision to move forward with weather plans. Our indoor exhibit hall, DinoDigs, will be used as a backup location.

Do you have preferred caterers? Do I have to choose one off of your list?

Yes. Puff 'n Stuff Catering is the preferred caterer of Orlando Science Center. Puff 'n Stuff Catering has a strong and lasting reputation for creating and catering incredible events. Only caterers who have met the standards set forth by Orlando Science Center are eligible to cater an event. You can find these caterers on our Certified Catering List. Absolutely no food or beverages may be brought into Orlando Science Center by individuals.

Do you provide linens?

Linens are not included; linen arrangements should be made through your selected caterer.

Do you have decoration restrictions?

The use of helium balloons, glitter, confetti, release lanterns, sparklers, loose moss, and fog or smoke producing machines are prohibited at Orlando Science Center. We also recommend décor items that are heavier and lower to the table to sustain the outdoor elements.

Can I have open flame candles?

Real candles can be used in our indoor spaces only. Candles must be enclosed in a vessel that will catch dripping wax. Client should provide adequate lighters for candles to be lit by the Events team. Orlando Science Center will not light candles on FINFROCK Terrace. If candles are being used on Terrace we require LED/ battery-operated candles.

May I ship items to Orlando Science Center for my event?

Deliveries to Orlando Science Center must be coordinated and approved through the events department. Deliveries must be delivered within the week of the event and are not accepted more than one week before the scheduled event. Orlando Science Center staff is prohibited from loading/unloading, moving or conveying any deliveries, equipment or decorations. It is the responsibility of the client to move items to the event location from the loading dock and to remove or ship the items at the conclusion of the event.

What image format do you need to receive for the *T. rex* sign?

If interested in the *T. rex* sign for \$100, we require a completed high resolution JPEG or PDF file that can be enlarged to 24" H x 48" W without becoming blurry. We need to receive the image two weeks prior to the event date to give our graphics department adequate time to print and mount the image.

What kind of image can you place on the digital signage screens on Level 4?

We have multiple vertical TV screens located throughout the Science Center that we refer to as digital signage. For the digital signage screens, we require one high resolution JPEG or PNG file sized to 1080 x 1920 vertically. Please save your file for the web to ensure the quality of your image. To minimize issues, we need to receive the image two weeks prior to your event date.

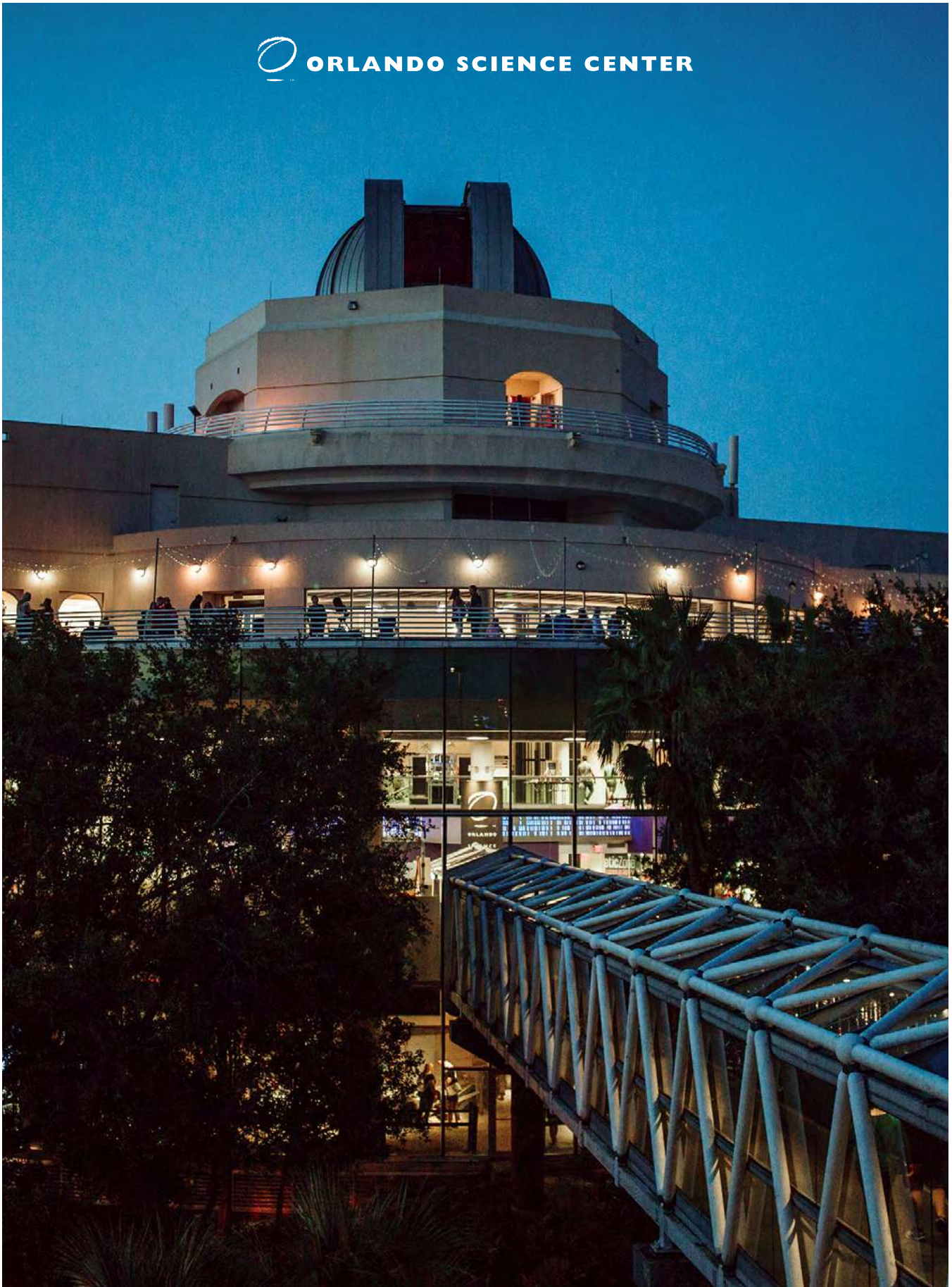
Is there a noise ordinance on the FINFROCK Terrace?

Should FINFROCK Terrace be used for a reception, Orlando Science Center requires a firm end time of 10:00 p.m. In compliance with the City of Orlando, the hired DJ/Band/AV Provider is required to apply and pay for a (\$20) loudspeaker permit. Orlando Science Center will provide any needed information to entertainment provider for permitting. If a loudspeaker permit is not presented before the event date, or when onsite, Orlando Science Center will decline the use of speakers/sound equipment on the FINFROCK Terrace. The permit holder is expected to know and follow the requirements of the permit and to monitor themselves for proper adherence to the ordinances.



Image Credit: (This page) Nicole Ami Photography, (Back cover) Hannah Glogower

 **ORLANDO SCIENCE CENTER**



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