

OKCMOA

Oklahoma City Museum of Art

PRIVATE EVENT SPACES



UNIQUE SPACES. EXCEPTIONAL ART.

The Oklahoma City Museum of Art is located in the heart of downtown's Arts District. Best known for its Chihuly glass collection, the Oklahoma City Museum of Art boasts stunning views of the downtown skyline and world class art spanning three floors in 15 galleries. The Museum's many unique spaces are ideal for a variety of events – including engaging cocktail parties, elegant dinners, corporate meetings, film screenings, intimate private celebrations, exceptional photo opportunities, and wedding ceremonies and receptions. Our unique spaces and exceptional art make the Oklahoma City Museum of Art the ideal location to host your special event.

415 COUCH DRIVE | OKLAHOMA CITY, OK 73102 | EVENTS@OKCMOA.COM | 405-278-8286
Updated April 2020

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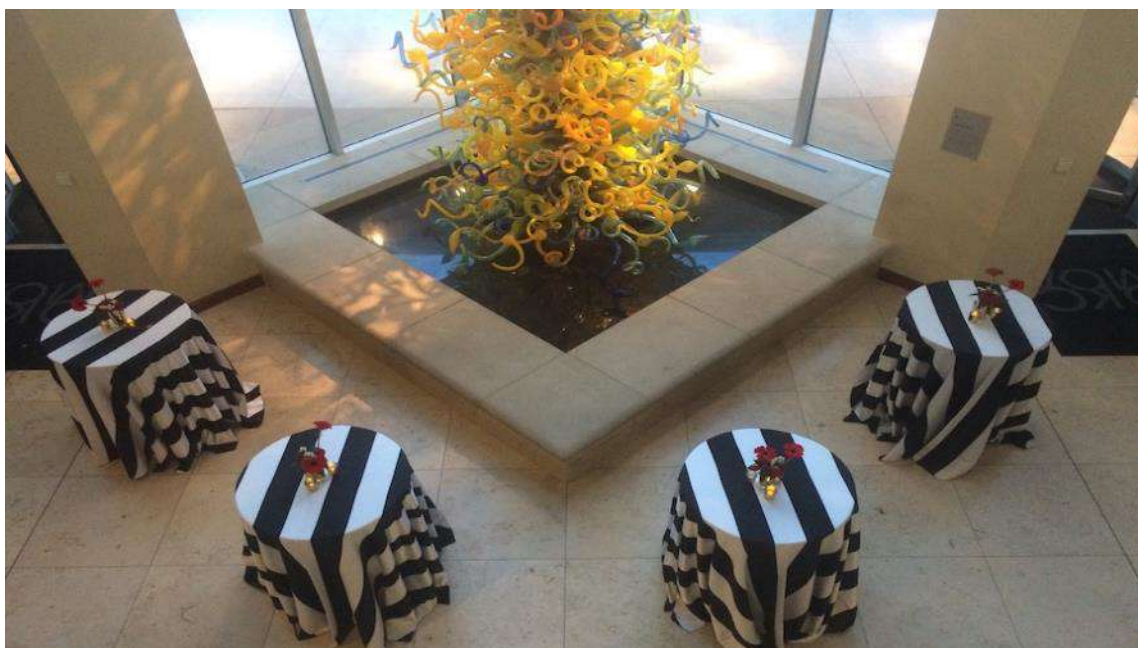
MUSEUM LOBBY

The Museum Lobby encompasses Founders' Hall and the Museum's iconic atrium, which showcases a 55-foot tall glass sculpture created by artist Dale Chihuly. This space offers a striking setting for cocktail receptions, private dinners, and more. To make your event even more special, choose to have the Museum galleries open for your guests.

FEATURES: Beautiful Collection of Chihuly Glass
Limestone Walls and Marble Flooring
House Sound and Projection Systems
Lectern and Wireless Microphone
Tall Cocktail Tables and Leather Benches Available

CAPACITY: 120 Seated Meal or Wedding Ceremony
250 Cocktail Reception

AVAILABILITY: Monday, Day and Evening
Tuesday-Sunday, Evening Only



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MUSEUM LOBBY



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ROOF TERRACE

The Roof Terrace provides stunning views of downtown Oklahoma City and immerses you and your guests in an unparalleled urban atmosphere. This space is perfect for private dinners, corporate receptions, wedding ceremonies and receptions, rehearsal dinners, cocktail parties, networking events, marriage proposals, and endless photo opportunities. To make your event even more special, choose to have the Museum galleries open for your guests.

FEATURES: Seasonal Landscaping and Overhead Bistro Lighting
House Sound System
Built-in Bar
Outdoor Tables and Chairs Available
Outdoor Tall Cocktail Tables and Barstools Available

CAPACITY: 120 Seated Meal or Wedding Ceremony
350 Cocktail Reception

AVAILABILITY: April-October Only
Sunday-Saturday, Evening Only



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ROOF TERRACE



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MEZZANINE PRIVATE DINING ROOM

This intimate space is located on the Mezzanine level adjacent to the Noble Theater. The Mezzanine Dining Room can accommodate seated lunches and dinners or cocktail receptions, and is ideal for smaller meetings or break-out groups.

FEATURES: Unique Views of Downtown Oklahoma City
60" Wall-mounted Monitor for Presentations or Slideshows
House Sound System with Wireless Microphone
Dining Chairs and Tables Available
Tall Cocktail Tables Available

CAPACITY: 40 Seated Lunch or Dinner
75 Cocktail Reception
60 Classroom Style Seating

AVAILABILITY: Sunday-Saturday, Day and Evening



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SAMUEL ROBERTS NOBLE THEATER

The Samuel Roberts Noble Theater is a beautiful and functional space for meetings, programs, lectures, private screenings, and break-out groups. Brand new seating was installed in 2020.

FEATURES: Traditional Audience-Tiered Seating
Large Projection Screen and 26 ft. 6 in. by 12 ft. Stage
State-of-the-art A/V Equipment with On-site Technician to Operate
Lectern with Wired Microphone Available
Wireless and Wired Microphones Available
Use of the Adjacent Green Room

CAPACITY: 230

AVAILABILITY: Monday-Saturday, Day
Monday-Wednesday, Evening
Not Available Sundays



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THEATER LOBBY

Located on the east side of the Museum, the Theater Lobby is an elegant location for smaller cocktail receptions.

FEATURES: Original Art Deco Architecture
Sparkling Dale Chihuly Waterford Crystal Chandelier
Adjacent to the Noble Theater and Classroom C
Tall Cocktail Tables and Leather Benches Available

CAPACITY: 100 Standing Cocktail Reception

AVAILABILITY: Monday-Wednesday, Evening



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CLASSROOM C

Adjacent to the Theater Lobby and art-making studios, Classroom C is an excellent space for meetings, small informal workshops, or break-out groups.

FEATURES: Large Dry-Erase Board
A/V Cart with 60" Monitor and Speakers
Adjustable Lighting Options
Trapezoidal Classroom Tables and Chairs

CAPACITY: 36 Hexagon "Rounds" (As Pictured)
24 Classroom-Style (Tables in Rows)

AVAILABILITY: Sunday-Saturday, Day and Evening



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BOARD ROOM

With curved walls and a unique table setup, the Board Room is ideal for meetings or presentations. This room is located on the second floor within the Museum's Administrative Office Space.

FEATURES: Audio and Rear Projection Systems
Laptop to Operate A/V Equipment
Conference Phone
Wireless Internet Access

CAPACITY: 50 Seated (20 at Executive Table, plus 30 at Club Chairs with Arm Desks)

AVAILABILITY: Sunday-Saturday, Day and Evening



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MUSEUM GALLERIES

The Oklahoma City Museum of Art offers exhibitions from around the world in fifteen galleries spanning three floors. Guests can enjoy access to the galleries in conjunction with a Private Event Space rental at a reduced rate. Additional security fees may apply.

Food and drink are not allowed in the galleries. Activities such as photography sessions are approved on a case-by-case basis. Wedding ceremonies, no matter the size, are not allowed to take place in the galleries, and no event is permitted to take place solely in the galleries.



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EVENT SPACE PRICING

Event space pricing is based on a 4-hour facility rental period, not including set-up or breakdown of your event. The Museum Private Event Spaces are not available for rent on Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, or New Year's Day.

Please note that the OKCMOA does not allow religious, fundraising, or political events.

| MUSEUM LOBBY | DAYTIME USE | EVENING USE |
|---|--------------------|--------------------|
| SUNDAY | Not Available | \$1,500.00 |
| MONDAY | \$1,500.00 | \$1,500.00 |
| TUESDAY-THURSDAY | Not Available | \$1,500.00 |
| FRIDAY-SATURDAY | Not Available | \$1,800.00 |
| ROOF TERRACE <i>April-October Only</i> | DAYTIME USE | EVENING USE |
| SUNDAY-THURSDAY | Not Available | \$2,000.00 |
| FRIDAY-SATURDAY | Not Available | \$2,500.00 |
| MEZZANINE PRIVATE DINING ROOM | DAYTIME USE | EVENING USE |
| SUNDAY-THURSDAY | \$200.00 | \$400.00 |
| FRIDAY-SATURDAY | \$300.00 | \$500.00 |
| SAMUEL ROBERTS NOBLE THEATER | DAYTIME USE | EVENING USE |
| SUNDAY | Not Available | Not Available |
| MONDAY-WEDNESDAY | \$1,000.00 | \$1,200.00 |
| THURSDAY-SATURDAY | \$1,000.00 | Not Available |
| THEATER LOBBY | DAYTIME USE | EVENING USE |
| MONDAY-WEDNESDAY | Not Available | \$350.00 |
| THURSDAY-SUNDAY | Not Available | Not Available |
| CLASSROOM C | DAYTIME USE | EVENING USE |
| SUNDAY-SATURDAY | \$200.00 | \$200.00 |
| BOARD ROOM | DAYTIME USE | EVENING USE |
| SUNDAY-SATURDAY | \$500.00 | \$500.00 |

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ADDITIONAL FEES

A minimum 1-hour charge applies for all hourly fees.

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| EVENT SECURITY | \$25/guard/hr. | Adequate security personnel will be assigned and supplied by Museum. Security is required for all after-hours events. Minimum of 3 security guards for Roof Terrace and Museum Lobby events. |
| GALLERY SECURITY | \$100/hr. | Required for all after-hours gallery access in conjunction with, and in addition to facility rental and event security. |
| GALLERY ADMISSION | \$7/person | This group rate applies for any facility rental that includes gallery access for guests. |
| SECURITY OVERTIME | \$100/hr. | Applies when the facility use lasts longer than the contracted rental period. |
| EVENT OVERTIME | Hourly | Applies when the event lasts longer than the contracted rental period. Fee is 1.5 times the hourly Event Space Rental Fee rate for the space(s) used. |
| ADDITIONAL SET UP TIME | \$100/hr. | Applies for any requested set up time in addition to 2 hours prior to the event. |
| ROOF TERRACE SET UP | \$75/hr. | Applies when set up requires Museum staff to remove furniture already on Roof Terrace (e.g. Wedding Ceremony set up). Some restrictions may apply. |
| CHANGEOVER | \$50/hr. | Applies when it is requested for Museum staff to move or remove furniture during an event (e.g. removing Wedding Ceremony chairs). |
| CLEANING/REPAIR FEE | \$250+ | Applies when there is excessive trash, items left behind, and/or damage. Minimum \$250. |
| HOLIDAY WEEKEND RATES | 50% Increase in Event Space Rental Fee | Applies for events that take place the Friday, Saturday, and Sunday closest to Memorial Day, Independence Day, Labor Day, and Thanksgiving Day. |
| WEDDING REHEARSAL | \$250/hr. | A one-hour evening rehearsal may be arranged in conjunction with a wedding. |

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PREFERRED CATERERS

The Museum has preferred vendor partnerships with four full-service caterers. One of the approved caterers below must be selected for food and beverage service. It is the Client's responsibility to contact these caterers directly to arrange food and beverage services.

ABBAY ROAD CATERING

Contact: Meagan Nelson

Phone: (405) 360-1058

Email: meagan@abbeyroadcatering.com

Web: abbeyroadcatering.com

C2 CATERING

Contact: Wende Allen

Phone: (405) 626-2093

Email: wende.allen@yahoo.com

Web: c2catering.com

KAM'S KOOKERY

Contact: Kamala Gamble

Phone: (405) 409-7312

Email: kamalagamble@me.com

Web: kamskookery.com

RUNNING WILD CATERING

Contact: Arilla Broadus

Phone: (405) 942-0381

Email: catering@runningwildcatering.com

Web: runningwildcatering.com