



THE JULIA IDESON BUILDING

Houston Public Library Premier Spaces

550 McKinney Street | Houston, Texas

832.393.1646 | www.houstonlibrary.org/rentals

Welcome to the Julia Ideson Building

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Linking YOU to the World
www.houstonlibrary.org



Built 1926
Restored 2011

Listed on the
National Register of
Historic Places

Named After Houston's First
Professional Librarian, Julia
Bedford Ideson

Functioned as Houston's Public
Library from 1926-1976

Multiple Interior/Exterior Event
Options

Spanish Renaissance-Style
Architecture

Event Revenues Fund the Ongoing
Preservation of the Building

Multi-Day Rentals Available

On-Site Venue Manager

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Julia Ideson Building

Rental Space & Special Events Pricing Guide

All rental fees are based on a seven-hour time period unless otherwise noted. This time is inclusive of event set-up and take-down. Additional time may be purchased. Fees reflect a base price and specific quotes can be provided based on a client's needs. Capacities are subject to change depending on the set-up.

Spaces/Description	Standard Rates		Square Footage	Capacity
	Mon-Thur	Fri-Sat		
JIB—Entire Facility <i>(Excluding Exhibit Hall)</i>	\$6,600	\$8,300	18,181	Varies depending on configuration.
Auditorium <i>(1st Floor)</i>	\$2,200	\$3,000	2,110	Seated: 150 Reception: 200 <i>(more w/garden access)</i> Theater/Lecture: 110
Main Foyer <i>(1st Floor)</i>	\$2,200	\$3,000	1,880	Reception : 100
Meldrum Room <i>(1st Floor)</i>	\$2,200	\$3,000	1,785	Seated: 90 Reception: 180 <i>(more with garden access)</i> Theater/Lecture: 132 Meeting: 52
JIB—Entire 2nd Floor	\$6,000	\$7,200	7,666	Seated: 300 Reception: 450
Reading Room <i>(daytime only rate)</i>	\$3,850	\$5,000	4,050	Seated: 200 Reception: 256
Reading Room and Tudor Gallery <i>(2nd Floor)</i>	\$5,300	\$6,600	5,630	Seated: 200 Reception: 256
Tudor Gallery & Exhibit Hall Combination <i>(2nd Floor)</i>	\$4,400	\$5,500	3,616	Seated: 200 Reception: 350



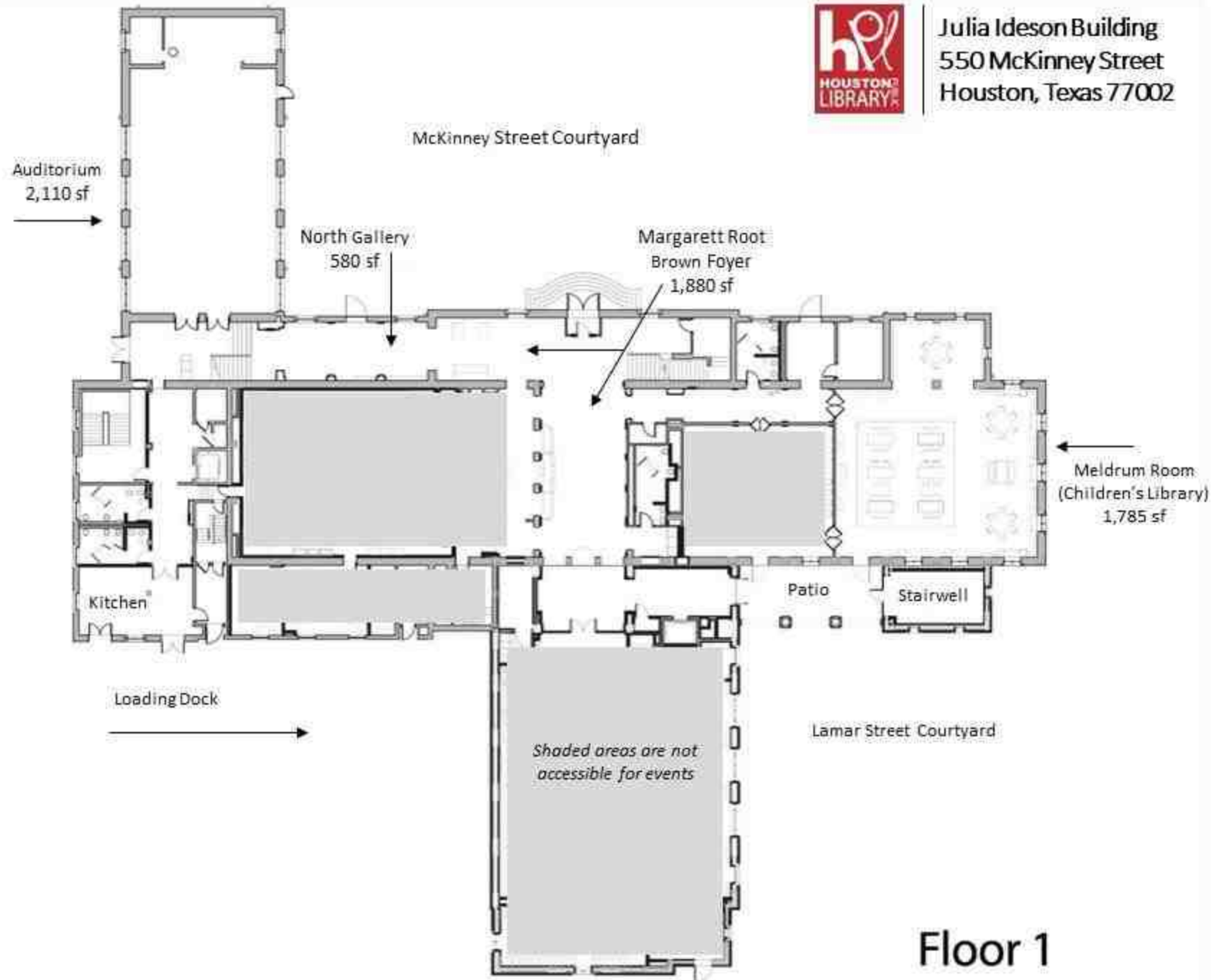
Additional Notes:

1. Rental fees include electricity, HVAC, pre- and post-event cleaning, limited furniture
2. Rental fees do not include catering, audio/visual, additional furniture, security, or parking/valet
3. Overtime Rental Fee: \$830/hour for additional hours after 12:00 a.m. (midnight)
4. Non-profit rate available. Organizations must be a Qualified Community Service Organization
5. Wedding Rental Fee: \$8,300 includes exclusive use of entire rentable space.
6. Sunday and City of Houston Holiday Fees: \$9,300.
7. The Julia Ideson Building is a non-profit entity. Taxes are not assessed.



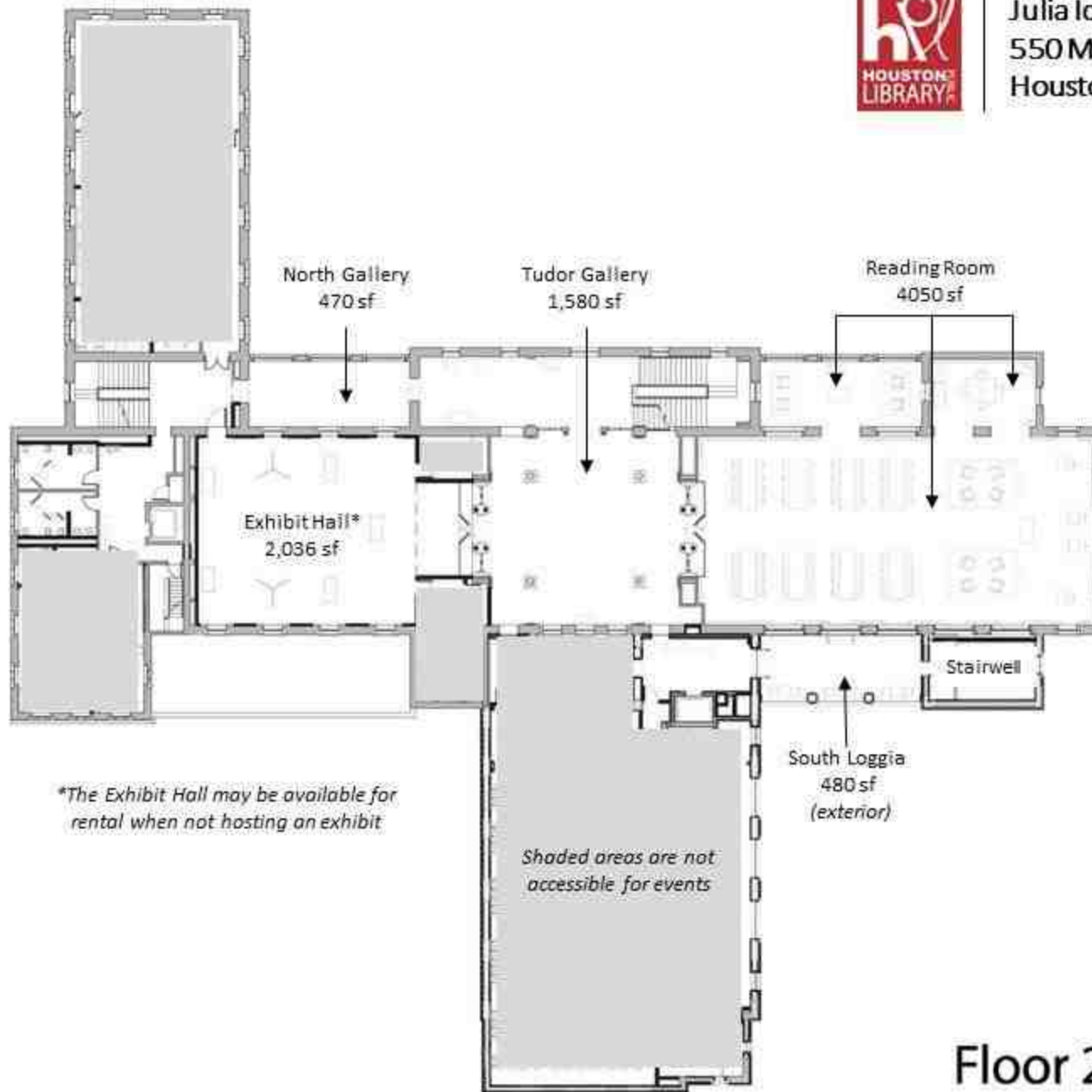


Julia Ideson Building
550 McKinney Street
Houston, Texas 77002





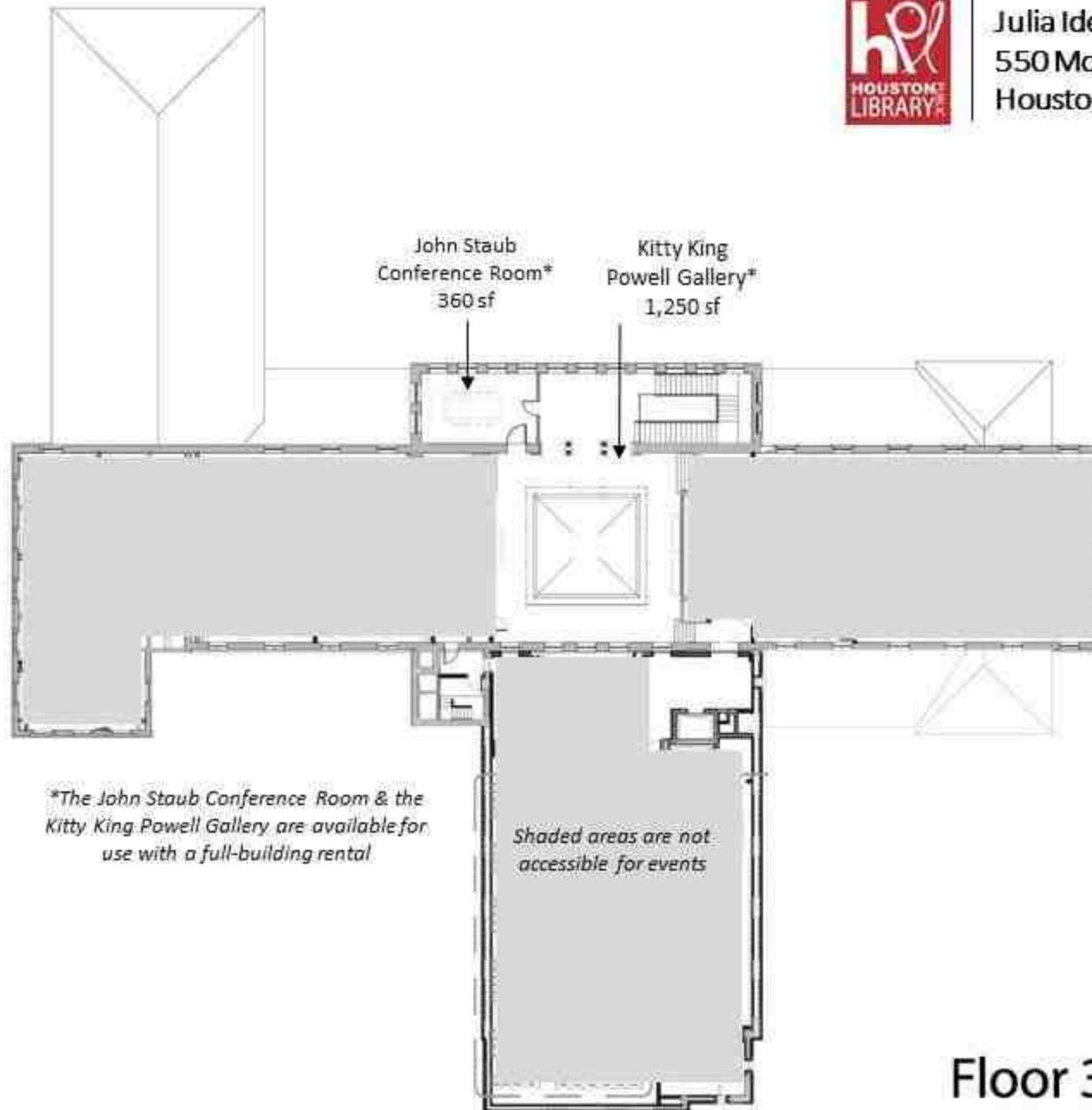
Julia Ideson Building
550 McKinney Street
Houston, Texas 77002



Floor 2



Julia Ideson Building
550 McKinney Street
Houston, Texas 77002



**The John Staub Conference Room & the
Kitty King Powell Gallery are available for
use with a full-building rental*

*Shaded areas are not
accessible for events*

Floor 3

Facility Rental Includes:

- 8 antique wooden library tables (3.25'Hx3.5W'x10.5L) (*tablecloths are required*)
- 8 tabletop pads for library tables
- 80 antique wooden library chairs (*if used, chairs must remain in the Reading Room*)
- 2 wooden tables (36"Wx60"Lx30"H)
- 12 leather club chairs (light tan)
- Dance floor in Tudor Gallery – the red quarry tile serves nicely as a dance floor
- 3-Hour Engagement/Bridal Photography Session
- Venue Manager on-site during your event

Based on availability, the following furniture may also be used:

- 20 cocktail tables (30" rounds, cocktail or bistro height)
- 12 2'x6' folding catering tables
- 10 3'x6' folding catering tables
- 180 wooden folding chairs w/black padded seat

Moving and set-up of the above items is inclusive of the rental fee; however, if furniture is to be moved between floors, additional charges will apply.



Facility Rental Does Not Include:

- Security
- Valet or Self Parking
- Catering & Alcohol
- Linens & Place Settings
- Additional Furniture
- Audio/Visual
- Band/DJ
- Photographer
- Wedding/Event Planner



Julia Ideson Building Approved Caterers

550 McKinney Street | Houston, Texas | 832.393.1646 | www.houstonlibrary.org/rentals

A Fare Extraordinaire

www.afehouston.com

Natalie Collins

eventinfo@afehouston.com

713-527-8288

Baily Connor Catering

www.baileyconnor.com

Cassidy Yates

tyates@baileyconnor.com

713-932-8335

Café Natalie

www.cafenataliecatering.com

info@cafenataliecatering.com

832-203-8157

City Kitchen Catering

www.citykitchencatering.com

Kevin George

KevinGeorge@citykitchencatering.com

713-847-8004

Churrascos Catering & Restaurants

www.churrascoscatering.com

www.churrascos.com

Al Deshon

Al@churrascos.com

786-280-8875 cell

1-844-346-4365

CRAVE - Gourmet Bakery & Catered Café

www.cravegourmet.mysite.com

Chef Tarsha Gary

tmgary@cravegourmet.mysite.com

832-265-9425

CULINAIRE - Inspired Cuisine & Events

www.CULINAIREhouston.com

Chef Barbara Friedel McKnight

Barbara@CULINAIREhouston.com

713-524-2337

Jackson and Company

www.Jacksonandcompany.com

hello@jacksonandcompany.com

713-523-5780

Lemond Catering & Special Events

www.lemondevents.com

Merinda Watkins-Martin

merinda@lemondevents.com

713.790.0041

Swift & Company

www.swiftevents.com

Harold "Hal" Kelly

Harold@swiftevents.com

713-526-7600

The French Corner Catering

www.thefrenchcorner.com

Sarah Haddad

sarah@thefrenchcorner.com

713-661-5324

Tony's Catering

www.tonyscateringhouston.com

Leila Zermeno

lzermeno@vrgcorp.com

713-622-6779 ext. 114

Wolfgang Puck Catering

www.wolfgangpuck.com

Jennifer DeLange

houston.events@wolfgangpuck.com

713-352-8407



- Please note that caterers are responsible for making arrangements for serving alcoholic beverages in accordance with the Texas Alcoholic Beverage Commission (TABC) guidelines.
- The Julia Ideson Building does not hold a liquor license. The sell of liquor or use of cash bars is not permitted.

Julia Ideson Building Approved Wedding/Event Planners

550 McKinney Street | Houston, Texas | 832.393.1646 | www.houstonlibrary.org/rentals

Please note that use of a wedding/event planner is required for a minimum of 60 days prior to the event date.

Belle Events

8582 Katy Freeway, Ste. 250
Houston, TX 77024
Rebecca Martens
(713) 528-9966
info@belleevents.com
www.belleevents.com

Bergner & Johnson Design

519 Pecore Street
Houston, TX 77009
Rebekah Johnson
(713) 662-3769
event@bergerandjohnson.com
www.bergerandjohnson.com

Jackqueline Ray Events

(660) 233-2011
jackquereyevents@gmail.com
jackquelinereyevents.com

Keely Thorne Events

99 Detering Street, Ste. 150
Houston, TX 77007
Keely Thorne
(713) 807-8188
info@keelythorne.com
www.KeelyThorne.com

Lezlie Hicks

Lezlie Hicks Events
580-504-4466
contact@lezhicksevents.com
www.lezhicksevents.com

Mary Rios Events

1644 W. Alabama Street
Houston, TX 77006
Mary Rios
(832) 465-8825
www.riosevents.com

Set In Stone Events

Julia Stone
281-507-3466
julia.stone@setinstoneevents.com
www.setinstoneevents.com

The Events Company

1237 N. Post Oak Road
Houston, TX 77055
Dillon Swain, Director of Operations
210-393-0208 (cell) or
713-426-5800 (work)
eventplanning@ldry.com
www.theeventsco.com

The Savvy Consultants

Lexi McWhinney
(713) 489-5123
alexia@thesavvyconsultants.com
www.thesavvyconsultants.com

Todd Events, Design & Creative

1174 Quaker Street
Dallas, TX 75207
Alex Stergiou
(281) 615-4561
concierge@toddevents.com
www.toddevents.com

Wedding Bliss Events

2450 Louisiana Street, Ste. 400-407
Houston, TX 77006
Dewayne Ross
(832) 887-8885
info@weddingblissevents.com
www.weddingblissevents.com

Whimsical Events, LLC

10801 Hammerly Blvd.
Houston, TX 77043
Melanie Keown
713-703-5594 cell
214-771-1321 cell
info@whimsical.events
www.whimsical.events





8 – 30”Hx3.5W’x10.5’L) antique wooden library tables
8 – non-slip protective tabletop pads



2 – 36”x 60”x 30” antique wooden tables;
1 on 2nd floor and 1 on 1st floor

Julia Ideson Building

Furniture/Equipment Included in Rental



12 – 31”H x 20”W x 21”D leather lounge chairs



80 – 36”H x 17”D x 17”W (seat is 16”D x 18”H)
antique wooden library chairs. If used, must remain
in the 2nd floor Reading Room



180 – 35.5”H x 21.5”D x 17”W folding wooden
chairs with padded seat (seat 16”D x 19”H)



20 - 30” round cocktail (42”H) & bistro (30”H) tables
Based on availability



10 – 3’x6’ folding catering tables
12 – 2’x6’ folding catering tables
Based on availability

Julia Ideson Building

SECURITY

SECURITY

- Houston Public Library security is required to be on-site for all events. Officers will be scheduled according to event hours and a quote will be provided to you. You are not charged for security during regular library business hours.
- If the Exhibit Hall is hosting an exhibit during your event, you may have access to the exhibit outside of regular library business hours if requested in advance. This requires an officer assigned solely to the Exhibit Hall.
- In accordance with City of Houston requirements, if alcoholic beverages are to be served, a minimum of two (2) uniformed peace officers are required (with the addition of one (1) peace officer per 100 guests over 199). We will provide you with the necessary contact information to make these arrangements. This cost is paid by you directly to the officers.
- If valet parking is used, a uniformed peace officer is also required.

WI-FI

- Speed – 100mb (may vary due to location within the building and to materials used in the construction of the building)
- Special Access – if access to a particular website, FTP server, etc. is necessary for the event's program, please provide a week's notice with complete details in order to ensure accessibility through the City of Houston's network infrastructure security.

SUPPLEMENTAL POWER

Due to the age of the Julia Ideson Building, there are times when supplemental power may be needed. If you anticipate needing additional power (i.e., large band, extensive audio/visual), please notify the Special Events office. Supplemental power can be provided at no charge with advance notice.

AUDIO/VISUAL

A Certificate of Insurance for General liability, Automobile Liability (owned or hired), Workmen's Compensation, and Liquor Liability in the minimum amount of \$1,000,000 is required and must be on file with the HPL Special Events office. The Houston Public Library and the Julia Ideson Building must be listed as Additional Insureds.

TECHNICAL SPECIFICATIONS:

- WI-FI
- Supplemental Power
- Audio/Visual

Event Parking at the Julia Ideson Building

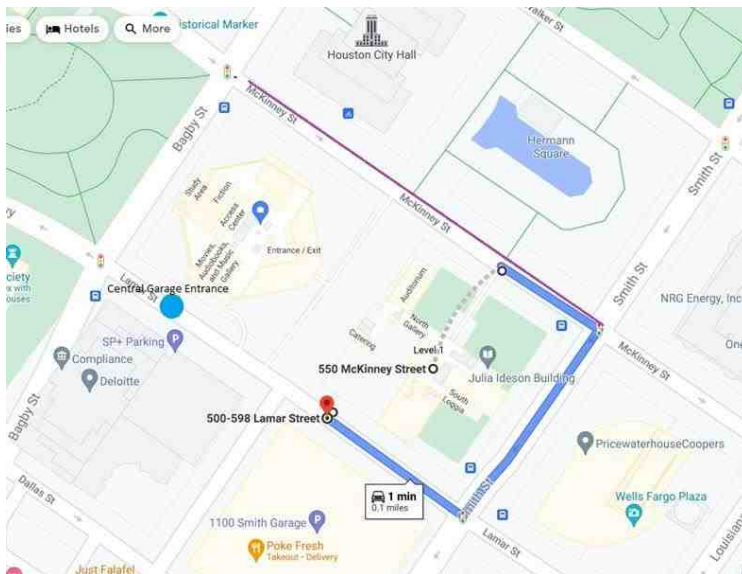
550 McKinney Street | Houston, Texas

Valet parking is preferred. Houston Public Library allows the use of our Central Library parking garage for the valet attendants and vehicles based on availability, which may be limited during standard business hours. This requires a valet lane permit, which is currently \$295. We will pull the permit from the City of Houston, but the fee is paid by you to the valet company. We work with Sovereign Services often (713-777-0571 or events@sovereignservices.com), but any company that has downtown permits is allowed as long as we are notified in advance of the chosen valet company.

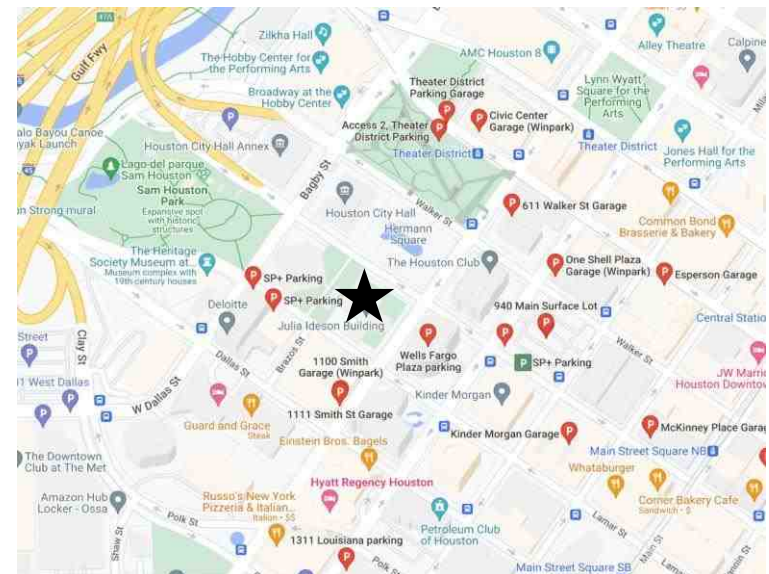
If you do not choose to use valet, there is a public parking garage located on Smith street just behind the Ideson. This is not owned by us and is approximately \$10 for all-day parking on a Saturday. Please see the map below for parking garage locations near the building.

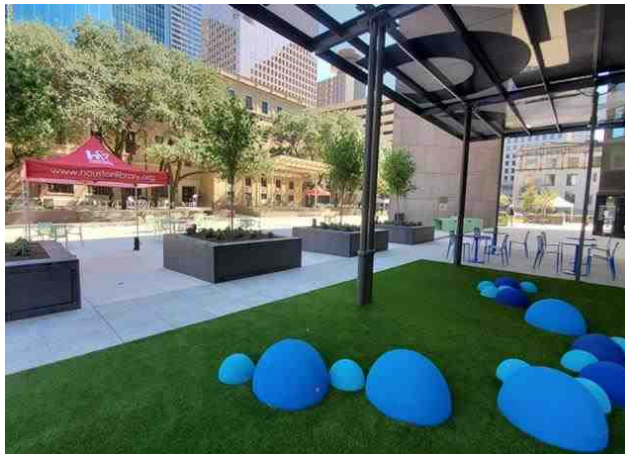
Prices quoted are subject to change.

Valet parking location and route



Self-parking garages near the building





THE BARBARA BUSH LITERACY PLAZA
Houston Public Library Premier Spaces

500 McKinney Street | Houston, Texas
832.393.1646 | www.houstonlibrary.org/rentals

Barbara Bush Literacy Plaza

Rental Space & Special Events Pricing Guide

The expansive Barbara Bush Literacy Plaza is now available for public rental through the HPL Special Events office. All rental fees are based on a seven-hour time period unless otherwise noted. Fees reflect a base price and specific quotes can be provided based on a client's needs. Capacities are subject to change depending on the event set-up. Rental fees are subject to change.

Space Description	Monday - Thursday		Friday - Saturday		Square Footage
	Peak Season	Off Season (<i>June-Aug</i>)	Peak Season	Off Season (<i>June-Aug</i>)	
BBLP – Entire Plaza	\$4,200	\$3,200	\$6,000	\$4,200	31,350
Stage & Screen (21'x11.8')	\$3,500	\$2,500	\$4,500	\$3,500	13,450
Children's Area	\$800	\$400	\$1,200	\$800	3,600
Children's Area w/North Terrace	\$1,200	\$800	\$1,600	\$1,200	9,200
Barbara Bush Garden	\$800	\$400	\$1,200	\$800	8,700
In addition to Julia Ideson Building Buyout	\$2,000	\$1,400	\$3,000	\$1,700	49,531

Additional Notes:

1. Rental fees include electricity, existing plaza furniture, pre and post-event cleaning.
2. Rental fees do not include catering, audio/visual, additional furniture, security, or parking/valet. Please refer to the specifics provided on the Julia Ideson Building for catering, security, and parking/valet.
3. Overtime rental fee may be applicable outside of standard business hours.



Hotels Near the Julia Ideson Building

550 McKinney Street | Houston, Texas

HOTEL	ADDRESS	GROUP SALES	WEBSITE	PROXIMITY
C. Baldwin (Curio Collection/Hilton)	400 Dallas Street	713-759-0202	www.cbaldwinhotel.com	0.2 miles
Hyatt Regency Houston	1200 Louisiana	713-654-1234	www.hyatt.com	0.3 miles
AC Hotel by Marriott Houston Downtown	723 Main Street	832-516-6635	www.marriott.com	0.4 miles
Courtyard Houston Downtown	916 Dallas Street	832-366-1600	www.marriott.com	0.4 miles
JW Marriott Houston Downtown	806 Main Street	713-360-3649	www.marriott.com	0.4 miles
The Lancaster Hotel	701 Texas Street	713-237-2771	www.thelancaster.com	0.4 miles
The Laura Hotel	1070 Dallas Street	713-242-8555	www.marriott.com	0.4 miles
Club Quarters Hotel Downtown	720 Fannin Street	713-224-6400	www.clubquartershotels.com	0.5 miles
The Whitehall Houston	1700 Smith Street	713-495-7829	www.thewhitehallhouston.com	0.5 miles
Magnolia Houston	1100 Texas Avenue	713-221-0011	www.marriott.com	0.6 miles
Four Seasons Hotel	1300 Lamar Street	713-652-6238	www.fourseasons.com/houston	0.8 miles
Holiday Inn Houston Downtown	1616 Main Street	713-658-8888	www.ihg.com/holidayinn	0.9 miles
Hotel ICON (Marriott Bonvoy/Autograph)	220 Main Street	832-667-4453	www.marriott.com	0.9 mile
Hilton Americas - Houston	1600 Lamar Street	713-577-6066	www.hilton.com	1.0 miles
Marriott Marquis Houston	1777 Walker Street	713-654-1777	www.marriott.com	1.0 miles
The Sam Houston (Curio Collection/Hilton)	1117 Prairie Street	832-200-8807	www.hilton.com	1.0 miles
Cambria Hotel Houston	1314 Texas Street	713-222-2100	www.cambriahoustondowntown.com	1.1 miles
Hampton Inn Houston Downtown	710 Crawford Street	713-224-0011	www.hilton.com	1.1 miles
The Westin Houston Downtown	1520 Texas Street	713-315-0011	www.marriott.com	1.4 miles

Julia Ideson Building Contact Information

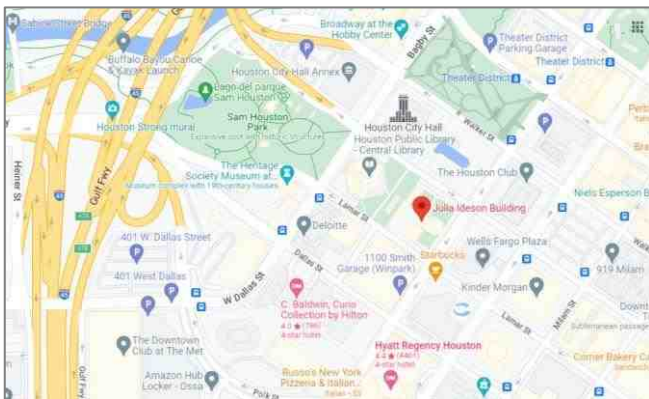
Email: hpl.specialevents@houstontx.gov

Phone: 832-393-1646

Mail: 500 McKinney Street
Special Events – 5th Floor
Houston, TX 77002

Website: www.houstonlibrary.org/rentals

Rental Inquiry: [Click Here to Submit](#)



Physical location is at 550 McKinney Street in downtown Houston



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