



**Jamestown-Yorktown Foundation  
PRIVATE EVENT RENTAL FEES**

**Indoor and Outdoor Facilities, starting at \$12,000 - 4-hour event.**

- Lobby/rotunda/theater, galleries, great hall/grand corridor, patios/event lawn, mall/gazebo, restrooms, interpretive areas and staging area.
- Up to six interpreters.
- Up to 700 guests, additional attendees at \$13 per person.
- *Planning must include inclement weather arrangements.*

**Indoor Facilities only, starting at \$7,000 - 4-hour event.**

- Access to contracted space through the lobby or group entrance, adjacent patios, galleries, lobby/rotunda/theater, great hall/grand corridor, restrooms, and staging area.
- Up to three interpreters.
- Up to 300 guests, additional attendees at \$13 per person.
- *Sit-down meals limited to 200 guests.*

**Outdoor Facilities only, starting at \$7,000 - 4-hour event.**

- Access to interpretive areas using the exterior entrance and terrace/patios/walkways/mall or event lawn/mall designated staging area and restrooms.
- Up to three interpreters.
- Up to 300 guests, additional attendees at \$13 per person.
- *Planning must include inclement weather arrangements.*

**Daytime Admission/Evening Event, starting at \$4,000 - 4-hour event.**

- Option of one indoor or outdoor facility (no interpreters) for after-hours.
- Up to 200 guests, additional attendees at \$13 per person.

**Daytime Admission/Daylight Event, starting at \$2,500 - 2-hour event.**

- Option for use of one location (no interpreters) for two hours.
- Up to 60, additional attendees at \$13 per person.
- *Bonus: includes use of tables and chairs for 60 guests.*

**Bonus:**  
*Daytime admission included during operating hours with these rentals.*  
*Parking is FREE*

Contact [sales@jyf.virginia.gov](mailto:sales@jyf.virginia.gov) for additional options or visit [jyfmuseums.org/visit/private-event-rental](http://jyfmuseums.org/visit/private-event-rental)

- 
- Set-up may begin one hour prior to museum closing. Site must be vacated by organizer by 12 midnight.
  - Additional time is \$500 per hour.
  - Facilities support personnel scheduled by Jamestown-Yorktown Foundation are included in basic fees above. If additional personnel are required, fees apply. Additional Per Hour Fees (two hour minimum): \$35 each for interpreters and housekeeping, \$50 for A/V tech support.
  - Security personnel onsite. Additional may be required at \$120 per officer (One security officer per 400 adult/200 teenage/youth attendees; additional security officer required when museum shop remains open).
  - Upgrades are available, including rental of tables and chairs.
  - Lighting for outdoor events required, must be on prior to sunset, rentals available.
  - All rentals are subject to availability and require JYF management approval.
- 

Discounts on base rental fees above: 20% state agencies and qualified non-profit organizations.