



Jamestown-Yorktown Foundation PRIVATE EVENT RENTAL FEES

Indoor and Outdoor Facilities, starting at \$12,000

- Lobby/rotunda/theater combination, galleries, great hall/grand corridor, patios/event lawn, mall/gazebo, restrooms, two interpretive areas and staging area.
- Up to 700 guests, additional attendees at \$13 per person.
- Up to six interpreters and security personnel.

Indoor Facilities only, starting at \$7,000

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

Outdoor Facilities only, starting at \$7,000

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

Daytime Admission/Evening Event, starting at \$4,000

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

Daytime Admission/Daylight Event, starting at \$2,500*

- Daytime admission during operating hours.
- Option for use of one location (no interpreters) for two hours.
- Up to 60, additional attendees at \$13 per person.
- Includes use of tables and chairs for 60 guests.

Contact sales@jyf.virginia.gov for additional options or visit jyfmuseums.org/privateevents.

Rentals include four-hour* use of the facility, including set-up and breakdown.

- 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.
- Set-up may begin one hour prior to museum closing. Site must be vacated by organizer by 12 midnight.
- Additional Per Hour Fees (two hour minimum): \$35 each for interpreters and housekeeping, \$50 for A/V tech support. Security personnel \$120 per officer (One security officer per 400 adult attendees; one security officer per 200 teenage/youth attendees; additional security officer when gift shop remains open).
- All rentals are subject to availability and require JYF management approval.

Discounts on base rental fee: 20% state agencies, non-profits and donors. Donor must be current in one of the following categories: Annual Fund Donor of \$2,500 or more; major gift donor; corporate circle member or Legacy Society member. JYF, Inc. must confirm donor eligibility. *Daytime Admission/Daylight Event is for two hours.
