

Private Events at OKCMOA

Oklahoma City
Museum of Art



Unique spaces, cultured dining,
and exceptional experiences.

405.278.8286
EVENTS@OKCMOA.COM
OKCMOA.COM/PRIVATE-EVENTS
415 COUCH DRIVE | OKLAHOMA CITY, OK 73102

OKC
MOA

Make Your Next Event a Work of Art.



Located in the heart of downtown Oklahoma City's Arts District, OKCMOA is known for its Chihuly glass collection, stunning rooftop views of the downtown Oklahoma City skyline, and its world-class art collection spanning three floors and 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 next special event.

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A Museum for Everyone – All to Yourself.

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Museum Lobby



The Museum Lobby encompasses Founders' Hall and the Museum's iconic atrium, showcasing a 55-foot-tall glass sculpture created by artist Dale Chihuly. This space offers a striking setting for cocktail receptions, private dinners, and more.

AVAILABILITY

- Mon-Tues: Day & Evening
- Weds: Evening
- Fri-Sun: Evening
- Thurs: Unavailable

KEY FEATURES

- Beautiful Chihuly Tower
- Limestone walls
- Marble flooring
- House sound & projection
- Lectern
- Wireless microphone
- Standard tables & chairs
- Tall cocktail tables
- Black leather benches

CAPACITY

- 120 seated meal or wedding ceremony
- 250 cocktail reception



Museum Lobby



Roof Terrace



The Roof Terrace provides stunning views of downtown Oklahoma City, and immerses you and your guests in an incredible urban environment that's perfect for private dinners, corporate receptions, cocktail parties, networking events, and endless photo opportunities.

AVAILABILITY

- April-October only
- Mon: Day & Evening
 - Tues-Weds: Evening
 - Fri-Sun: Evening
 - Thurs: Unavailable

KEY FEATURES

- House sound system
- String & ambient lighting
- Lounge furniture
- Standard tables & chairs
- Tall cocktail tables & barstools

CAPACITY

- 120 seated meal or wedding
- 350 cocktail reception



Roof Terrace



Mezzanine Dining Room



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

AVAILABILITY

- Daily: Day & Evening

KEY FEATURES

- Unique views of downtown
- 60" monitor for presentations
- Wireless microphone
- Standard tables & chairs
- Tall cocktail tables

CAPACITY

- 50 seated lunch or dinner
- 75 cocktail reception
- 60 classroom-style seating



Noble Theater



With 230 seats and state-of-the-art audio-visual equipment, the Noble Theater is beautiful and functional for meetings, programs, lectures, private film screenings, and break-out groups.

AVAILABILITY

- Mon–Weds: Day & Evening
- Thurs–Sun: Unavailable

KEY FEATURES

- Traditional audience-tiered seating with cupholders
- Large projection screen and 26.5' x 12' stage
- State-of-the-art audio-video with on-site operator/tech
- Lectern
- Wireless and wired microphones
- Use of adjacent green room

CAPACITY

- 230 seats



Noble Theater Lobby



Located on the east side of the Museum, the Theater Lobby features a sparkling Dale Chihuly Waterford crystal chandelier, and is an elegant location for elopements and smaller cocktail receptions.

AVAILABILITY

- Mon–Tues: Day & Evening
- Weds: Evening
- Thurs–Sun: Unavailable

KEY FEATURES

- Original Art Deco architecture
- Sparkling Dale Chihuly Waterford Crystal chandelier
- Tall cocktail tables
- Leather benches

CAPACITY

- 100 standing reception

Classroom C



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

AVAILABILITY

- Daily: Day & Evening

KEY FEATURES

- Large dry-erase board
- A/V cart with 60" monitor and speakers
- Adjustable lighting
- Trapezoidal classroom tables and chairs for flexible room configurations
- WiFi

CAPACITY

- 36 hexagon "rounds" (as pictured)
- 24 classroom-style (tables in rows)

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. Additional security fees may apply.

AVAILABILITY

- Daily: Day & Evening

KEY FEATURES

- Audio and rear projection
- Laptop to operate audio-video
- Conference phone
- 360 video conferencing capabilities
- WiFi

CAPACITY

- 50 seated
(20 at executive table,
and 30 at club chairs
with arm desks)

Galleries



The Oklahoma City Museum of Art offers exhibitions from around the world in fifteen galleries spanning three floors. To make your event even more special, choose to have the galleries open for your guests.

IMPORTANT NOTES

- No wedding or other private event can be conducted solely in the galleries.
- Galleries can be opened (at a reduced rate) for guests in conjunction with a private event in another space.
- Additional security fees may apply.
- Food and beverages are not allowed.
- Private photography sessions can be scheduled by request and approved on a case-by-case basis.



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.

<u>MUSEUM LOBBY</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
SUN	Not available	\$1,800.00
MON-TUES	\$1,500.00	\$1,800.00
WEDS	Not available	\$1,800.00
THURS	Not available	Not Available
FRI-SAT	Not available	\$2,000.00
<u>ROOF TERRACE (April-October only)</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
SUN-WEDS	Not available	\$2,300.00
THURS	Not available	Not available
FRI-SAT	Not available	\$2,800.00
<u>MEZZANINE DINING ROOM</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
SUN-THURS	\$300.00	\$500.00
FRI-SAT	\$400.00	\$600.00
<u>NOBLE THEATER</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
MON-WEDS	\$1,200.00	\$1,500.00
THURS-FRI	\$1,200.00	Not available
SAT-SUN	Not available	Not available
<u>THEATER LOBBY</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
MON-TUES	\$300.00	\$350.00
WEDS	Not available	\$350.00
FRI-SUN	Not available	Not available
<u>CLASSROOM C</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
DAILY	\$200.00	\$200.00
<u>BOARD ROOM</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
DAILY	\$500.00	\$500.00



Additional Costs

A minimum 1-hour charge applies for all additional hourly costs.

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	\$50-100/hr.	Required for all after-hours gallery access in conjunction with, and in addition to facility rental and event security. Minimum of 2-hours beginning at event start time.
GALLERY ADMISSION	Dependent on current special exhibitions.	This group rate applies for any facility rental that includes gallery access for guests. Admission fees subject to change.
FIRST-FLOOR GALLERY ADMISSION	\$5/person+tax	This group rate applies for any facility rental that includes only the first-floor gallery (Dale Chihuly) access for guests. Admission fees subject to change.
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 VENDOR SETUP TIME	\$200/hr.	Applies for any requested set up time for external vendors in addition to 2 hours prior to the event.
ROOF TERRACE FURNITURE REMOVAL	Varies	Applies when set up requires Museum staff to remove furniture already on Roof Terrace. Some restrictions may apply. \$250 to remove furniture on one side of the Terrace (e.g. wedding ceremony with rented chairs) - \$3,500 for complete furniture removal from the Roof Terrace
CHANGEOVER	\$100/hr.	Applies when it is requested for Museum staff to move or remove furniture during an event (e.g. removing Wedding Ceremony chairs).
FURNITURE RELOCATION	Varies	Applies when it is requested for Museum staff to move or remove furniture to another space.
CLEANING OR 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	\$500/hr.	A one-hour evening rehearsal may be arranged in conjunction with a wedding, if the space is not already booked.



Preferred Catering

The Museum has preferred vendor partnerships with seven 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.

KAM'S KOOKERY

Kamala Gamble
405.409.7312
Catering@kamskookery.com
kamskookery.com

ROCOCO CATERING

Micaiah Johannes
405.534.8838
catering@loverococo.com
cateringbyrococo.com

ABBEY ROAD CATERING

Kris Abbey
405.360.1058
abbey@abbeyroadcatering.com
abbeyroadcatering.com

RUNNING WILD CATERING

Arilla Broadus
405.942.0381
catering@runningwildcatering.com
runningwildcatering.com

C2 CATERING

Wende Allen
405.626.2093
wende.allen@yahoo.com
c2catering.com

CHEF CURRY TO GO

Carlissa Curry
405.842.8646
info@chefcurrytogo.com
chefcurrytogo.com

NED'S CATERING

Sherri Acosta
405.810.0208
nedscatering@yahoo.com
nedscatering.com



Important Details

EVENT TIMES

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. A 50% increase in the Facility Rental Fee applies for events that take place the Friday, Saturday, and Sunday closest to those holidays. Please note that the OKCMOA does not allow religious, fundraising, or political events.

RENTAL FEES

Rental fees include use of the contracted event space and furniture limited depending on the space. Additional fees apply for the appropriate number of security and facilities staff for the duration of the event and/or access to the Museum galleries. Rental fees do not include additional tables, chairs, linens, etc. Our Events Team can provide more information and suggested third-party vendors upon request.

CATERING

The Museum has preferred vendor partnerships with multiple full-service caterers. One of the approved caterers 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.

DEPOSITS & PAYMENTS

Bookings are the exclusive responsibility of the Museum. A deposit in the amount of 50% of the total Private Events rental fee is required to guarantee the rental space and secure the reservation. This deposit will be applied to the final bill. A final invoice for the remaining Private Event Rental fee and any additional fees (event security, gallery admission, additional set up time, etc.) will be sent one week prior to the event, with payment due in full by the event date. Clients must have a credit card on file for their event.

CANCELLATIONS

If a contracted event is cancelled more than 60 days prior to event date, the deposit will be refunded in full; 30-60 days prior to the event day, 50% of the deposit will be forfeited; less than 30 days prior to the day of the event, the total deposit will be forfeited. If it is necessary for the Museum to cancel the booking due to a Force Majeure event or for any circumstance beyond the control of the Museum, the deposit will be refunded in its entirety.

RESTRICTIONS

Touching or handling the art is strictly prohibited. Use of open flames such as candles, sparklers, or pyrotechnics in any indoor or outdoor space on Museum property is strictly prohibited. LED candles are permitted. Rice, confetti, bird seed, individual flower petals, loose glitter, etc. are not permitted on Museum premises.

For a full list of restrictions, please review the OKCMOA Private Events Confirmation Kit.



Proposals & Photoshoots

In addition to our 4-hour rental pricing, we also offer rooftop proposals and after-hours photography sessions. Please contact our Event Coordinator for more information regarding elopement and micro-wedding options.

PROPOSAL

\$300 | 5:30 pm – 7:00 pm | MONDAY – THURSDAY

Time of day negotiable based on availability.

Full payment required to reserve date and rate.

(Friday, Saturday, Sunday may only be reserved within 14 days of the date)

- Roof Terrace, Museum Lobby (Chihuly tower), Theater Lobby (Chihuly chandelier and mirrored wall), or gallery respite
- Access is limited to photographer, couple, and 2 other guests maximum

*If couple books their wedding at the Oklahoma City Museum of Art after getting engaged on the rooftop, a \$200 credit will be credited towards booked event.

Recommended itinerary for a proposal:

5:30 pm Extra guests (2 maximum) arrive to setup space for your vision

5:45 pm Photographer arrives

6:00 pm Couple arrives - proposal & photos follow

7:00 pm Clear space

PHOTOGRAPHY SESSIONS

You can take photos in public spaces during Museum operating hours (listed on our website) without an additional fee, as long as you do not disturb other guests (not applicable to wedding parties). Equipment must be handheld (no tripods) and flash or extra lighting is not allowed. We cannot guarantee a private area when we are open. However, late afternoon is usually best as tours are completed and visitors are wrapping up.

If you are interested in booking an after-hours session, additional security fees apply and must be scheduled at least 2 weeks in advance. Here is a breakdown for photography fees for after-hour sessions (session start after 5 pm; a minimum of 2 hours is required):

- Galleries (permanent collection only) is \$150/hour
- Roof Terrace + Galleries (permanent collection only) is \$350/hour
- Roof Terrace photography sessions are \$150/hour



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Moments So Stunning
They Belong in a Museum.

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LAST UPDATED: JANUARY 2024

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Pricing for Non-Profit Organizations

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SUN	Not available	\$1,600.00
MON-TUES	\$1,300.00	\$1,600.00
WEDS	Not available	\$1,600.00
THURS	Not available	Not Available
FRI-SAT	Not available	\$1,800.00
<u>ROOF TERRACE (April-October only)</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
SUN-WEDS	Not available	\$2,100.00
THURS	Not available	Not available
FRI-SAT	Not available	\$2,600.00
<u>MEZZANINE DINING ROOM</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
SUN-THURS	\$250.00	\$450.00
FRI-SAT	\$350.00	\$550.00
<u>NOBLE THEATER</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
MON-WEDS	\$1,000.00	\$1,200.00
THURS-FRI	\$1,000.00	Not available
SAT-SUN	Not available	Not available
<u>THEATER LOBBY</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
MON-TUES	\$250.00	\$300.00
WEDS	Not available	\$300.00
FRI-SUN	Not available	Not available
<u>CLASSROOM C</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
DAILY	\$150.00	\$150.00
<u>BOARD ROOM</u>	<u>DAYTIME USE</u>	<u>EVENING USE</u>
DAILY	\$450.00	\$450.00

Effective 01/01/2024

