



# INSPIRE, SURPRISE, & ENTERTAIN

## All in One Setting

- Event Space – Fees & Capacity Breakouts
- Terms; General, Rental, Food & Beverage
- Decoration and Floral Arrangement Terms
- Reservation, Deposit, and Cancellation Terms
- Security Requirements
- Equipment Rental Fees



# CATERING & EVENT SERVICES

**The Denver Museum of Nature & Science** would like to thank you for selecting our Museum for your event location. Whether you are planning a wedding, reception, corporate party or commemorating a special occasion, the Museum’s professional event planners will assist you in building a unique event that fits your needs. We itemize the details so you know exactly what is included, and no one can beat our venue and view of the city!

Our Museum wants all guests to have a positive and memorable experience. We have established these terms and conditions to ensure that the Museum is a place that is welcome to everyone. Please review the following and feel free to contact your Event Sales Consultant to clarify any questions you have pertaining to your event.

## SPACE RENTAL

### Includes

- Dining and cocktail tables, chairs, china, silverware, glassware, and in-house linens for up to 350 guests.
- Equipment for events with over 350 guests will require additional rental fees.
  - Rentals are charged at \$9 per person for a dinner and \$7 per person for a reception.
- Additional rentals must be coordinated by the Museum’s Event Sales Consultants.
- Most special requests can be accommodated; costs and fees will depend on the request. Please inquire for a quote.
- Labor for set up, tear down, and general cleaning.
- Access to one permanent exhibit in proximity to rental space.
- Complimentary covered and surface parking.
- General museum admission is included in daytime rentals.

*The below capacities reflect maximums allowed, not including the addition of tables, seating, décor, and other furniture etc.*

## ENTIRE MUSEUM

Book the entire Museum and have access to all main atria spaces and numerous exhibition halls, including Space Odyssey, Coors Gems and Minerals, Wildlife Halls, Expedition Health, North American Indian Cultures, Prehistoric Journey, and Egyptian Mummies. Museum buyout does not include Infinity Theater, Gates Planetarium, Discovery Zone or temporary exhibitions, but they may be added for additional fees. The Museum’s facilities will be available consistent with its safety and collections policies. Security officers are added at an additional cost and restrictions may apply.

	FLOOR(S)	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
ENTIRE MUSEUM	1-4	\$20,000	24,000+	100 - 700	4,000+	—	—	—

## ATRIA

### NORTHEAST ATRIUM

A casual atmosphere makes this an ideal venue for a strolling reception of 350 and overflow seating up to 240 guests.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
NORTHEAST ATRIUM	1	\$4,000	4,150	240	350	—	—	—

### SOUTHEAST ATRIUM

This dramatic three-story atrium provides a unique event experience. This is a perfect setting for a strolling reception of 600 guests or seated dinner for up to 350.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
SOUTHEAST ATRIUM	1	\$5,000	4,725	350	600	400	—	—

## LEPRINO FAMILY ATRIUM

Renowned as the best view in Denver! Experience multiple floors with outstanding views of the Front Range through the west-facing, floor-to-ceiling windows. Your guests will overlook City Park's rose garden, Ferrell Lake, the Boathouse, and the Denver skyline—all silhouetted by the Rocky Mountains. The entire Leprino Family Atrium consists of the Schlessman Lobby, the Spratlen Lounge, the Harry T. Lewis Community Room, and the Anschutz Family Sky Terrace.

### SCHLESSMAN LOBBY (LEVEL 1)

This open first-floor area of the Leprino Family Atrium has an outstanding view to the west and is a great setting for a strolling reception of 200 guests or a seated dinner for 150 guests.

### SPRATLEN LOUNGE (LEVEL 2)

Experience a unique panoramic view from the second floor. This level is perfect for a strolling reception of 100 guests or a seated dinner of 60 guests.

### HARRY T. LEWIS COMMUNITY ROOM (LEVEL 3)

This executive boardroom can accommodate 16 guests around our conference table with a view of City Park and the Denver skyline. This space can be reconfigured for a breakfast, luncheon or breakout space up to 40 guests.

### ANSCHUTZ FAMILY SKY TERRACE (LEVEL 4)

Watch the sunset, the stars, or the moon, all while enjoying a strolling reception of 250 guests against the backdrop of an amazing view. (Availability is weather dependent and is closed during adverse weather or snowy conditions. Security will make a weather call at 2pm on the day of the event)

\*Please note that the Leprino Family Atrium is available at a rate of \$6,000 on Thursdays, Fridays, Saturdays, holidays and for any wedding regardless of the day of week. Fees do not include audiovisual services. See page 8 for options.

\*Exhibit halls can be added to increase capacities from numbers listed below at the rate of \$750 per hall.

	FLOOR(S)	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
LEPRINO FAMILY ATRIUM	1-4	\$6,000*	7,525	210	550	—	—	—
SCHLESSMAN LOBBY	1	\$2,500*	3,200	150	200	150	60	—
SPRATLEN LOUNGE	2	\$1,500*	1,000	60	100	80	50	—
HARRY T LEWIS ROOM	3	\$700*	800	40	40	40	—	16
ANSCHUTZ SKY TERRACE	4	\$2,500*	3,325	-	250	160	—	—

## MORGRIDGE FAMILY EXPLORATION CENTER (SCIENCE ATRIUM)

This vibrant, flexible, multilevel space is a wonderful environment for events. The area is enhanced by an ultra-high definition 10' x 16' imagination screen, which uses 10 million pixels to show images in vivid color with incredible detail.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
MFEC SCIENCE ATRIUM	1	\$2,500	4,647	150	200	—	—	—

## BOETTCHER PLAZA

A spacious outdoor terrace integrates the Museum with City Park, offering a place to appreciate the natural surroundings. The area is enhanced by the public art sculpture entitled Iridescent Cloud. The Plaza must be rented in conjunction with an interior space for inclement weather.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
BOETTCHER PLAZA	1	\$2,500	26,117	-	800	300	—	—

## MEETING ROOMS

### HARRY T. LEWIS COMMUNITY ROOM (HTL)

This executive boardroom can accommodate 16 guests around our conference table with a view of City Park and the Denver skyline. This space can be reconfigured for a breakfast or luncheon up to 40 guests. Fee does not include audiovisual equipment or services. See page 8 for options.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
HTL ROOM	3	\$700	890	40	40	40	-	16

### 3<sup>RD</sup> FLOOR COMMUNITY ROOM (3FC)

This room is perfect for a daytime meeting, located at the entrance to the Wildlife Halls. Fee does not include audiovisual equipment or services. See page 8 for options.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	CONFERENCE
3FC ROOM	3	\$800	900	60	60	60	30	40

## THEATERS

### RICKETSON AUDITORIUM

This state-of-the-art, 250-seat, multimedia theater is perfect for presentations and programs. 10' x 16' screen with stage and built in podium. The fee does not include audiovisual services. See page 8 for options.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
RICKETSON AUDITORIUM	1	\$1,500	—	—	—	250	--	—

### INFINITY THEATER *(includes standard equipment, ushers, and technicians)*

*\$2,500 for film only - \$3,000 lecture, presentation or custom film - \$4,500 public show time venue buyout per hour*

This comfortable, state-of-the-art, 390-seat theater is perfect for presentations and programs. Choose a giant screen film from a library to entertain your guests. A typical show is about 45 minutes. Concessions may be arranged separately. Restrictions on timing may apply. The fee does not include advanced audiovisual services. See page 8 for options.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
INFINITY THEATER	2	SEE ABOVE	—	—	—	390	--	—

### GATES PLANETARIUM *(includes standard equipment, ushers, and technicians)*

*\$950 single show, \$1,500 1-hour lecture or private event.*

This intimate, domed, state-of-the-art, 118-seat digital theater is perfect for presentations and programs. Choose one of the Planetarium shows for your guests' enjoyment. Typical show is about 25 minutes. Concessions may be arranged separately. Restrictions on timing may apply. The fee does not include advanced audiovisual services. See page 8 for options.

	FLOOR	FEE	SQ. FEET	BANQUET	RECEPTION	THEATER	CLASSROOM	SQUARE
GATES PLANETARIUM	1	SEE ABOVE	—	—	—	118	--	—

## GENERAL TERMS AND CONDITIONS

- Due to the number of events held at the Museum each year and to remain consistent and fair to all our clients, the Museum is unable to make changes to its standard contract language, policies, terms and conditions.
- The Museum reserves the right to refuse the use of its facilities for an activity that the Museum determines may jeopardize its status as a 501(c)(3) not-for-profit organization. The Museum prohibits the use of its space for any activities that are illegal or deemed security hazards to the collections, visitors, or staff.
- The Museum does not endorse any event held here at the Museum without prior written approval from appropriate Museum personnel and where doing so is consistent with the Museum's mission.
- Ceremonies and evening events may not begin prior to 6:00 p.m.
- In accordance with Denver Parks and Recreation policy, all events must conclude at or before 11 p.m. All guests must exit the Museum by the time an event is scheduled to end. Curfew extensions can be arranged with added fees through your Event Sales Consultant.
- DMNS is an ever changing institution and regularly has various construction projects that may restrict access to certain areas. Construction schedules and projects rarely impact events; however, alternative locations may be suggested within the Museum to ensure a quality Museum experience if it's unavoidable.
- The Museum is a smoke-free environment. Smoking is permitted only in designated outside areas. Smoking and vaping is not permitted on the Anschutz Family Sky Terrace, Boettcher Plaza or within 20 feet of any entrance to the building.
- The Museum assumes no responsibility for loss of, or damages to articles brought into the Museum. The Museum shall not be responsible for any loss resulting from delay or its failure to fulfill any provision of the contract if such delay or failure arises out of causes beyond the control of the Museum.
- Invitations and the use of the Museum's logo must be approved by the Museum prior to publishing either in print or digital media.
- The Museum's public hours are 9:00 a.m. to 5:00 p.m.; however, special temporary exhibitions may have extended hours, therefore public hours are subject to change. DMNS is open to the public until 9:00 p.m. on Friday nights. Some exhibits may not be available and some exceptions may apply.
- Photographs of your event may be used by the Museum in print or other media and at no cost to the Museum.
- The Museum facilities and catering services are made available on a first-come, first-served basis. The Museum does not discriminate in providing facilities for use by the public. Scheduling conflicts, security concerns, and other administrative issues may impact availability and can be discussed with your Event Sales Consultant.

## RENTAL TERMS

- Evening events require a \$30.00 per person minimum on food. Room rental, bar fees, required security, and AV packages are additional costs. Depending on service needs, additional catering labor may be required and charged at \$30 per hour, 4 hour minimum.
- Events for more than 350 guests or using multiple spaces will incur equipment rental fees. Additional equipment rental fees will be incurred for additional and/or unique items.
- The Museum has an exclusive rental provider and items need to be arranged through your Event Sales Consultant.
- The Museum reserves the right to inspect and control all private events, including the right to monitor and control noise levels.
- The client will assume full responsibility for the conduct of all persons in attendance, including subcontractors, and for any damages done to any part of the Museum premises or theft of property.

## RESERVATION, DEPOSIT, AND CANCELLATION TERMS

- A client's reservation is guaranteed only after the Museum has received (1) the required deposit, (2) the Sales/Catering Contract signed by the client, and (3) the Museum's Credit Card Form filled out and signed.
- The required deposit is the amount of the Museum's space rental fee for the space reserved by the client. If the deposit is paid by check, the check should be payable to Denver Museum of Nature & Science.

- All deposits are nonrefundable and nontransferable.
- A preliminary guarantee of number of guests must be given to the Museum's Event Sales Consultant at least 15 business days prior to the event. Based on the preliminary guarantee, the Museum will charge the client for 100 percent of the estimated costs for the event. The invoice must be paid at least 7 business days prior to the event or the Catering Contract will terminate. This payment is nonrefundable and nontransferable.
- A final signed contract will be due 15 business days prior to the event finalizing all food and beverage service, decorations, audiovisual needs, schedules, etc. Changes to the contract after this date may be subject to additional charges.
- A final guarantee of the number of guests must be given to the Museum's Event Sales Consultant by noon 3 full business days prior to the event. The final estimate of the number of guests must be within 5 percent of the preliminary guarantee or the difference may be subject to additional charges. The guaranteed number of guests cannot be decreased. If the client increases the number of guests after the final guarantee has been submitted, the food and beverage charges attributable to the increase will be subjected to a 24 percent surcharge in addition to the standard service charge. The Museum will charge client for the higher of (1) the number of guests guaranteed or (2) the number of guests actually served.
- After the event, the Museum will invoice client for any remaining balance, consisting of the difference between actual charges and all prior payments made by client. This balance is due and payable within 15 business days after the date of the invoice.
- If the client cancels an event within 3 business days of the event date, the client will be charged 100 percent of the Museum's costs for the event if the amount has not been paid prior. This balance is due 15 business days after the date of the invoice.
- Charges for food, beverages, audiovisual equipment and the service charge are subject to applicable sales tax. Rental fees and hourly labor charges are not subject to sales taxes.
- Overdue balances are subject to simple interest at the rate of 18 percent per annum calculated from the date of the original invoice. In the event legal proceedings are instituted to collect the balance due, client will pay all of the Museum's costs of litigation including all attorneys' fees and expert witness fees actually paid by the Museum.
- The Museum reserves the right to reassign event spaces based on the preliminary guarantee of the number of guests.
- Each area of the Museum reserved for a private event has a maximum number of occupants established by the Denver Fire Department. The Museum is required to take all steps necessary to enforce the maximum occupancy rules in the event the actual number of guests exceeds the occupancy limits.

## FOOD, BEVERAGE AND AUDIOVISUAL

- All food, beverage, and audiovisual services are provided exclusively by the Museum; minimums apply. No outside food, beverage or audiovisual equipment may be brought in to the Museum for an event.
- All food, beverages, and audiovisual equipment are subject to 24% service charge and current state and local sales tax.
- To avoid possible code violations, all food items will be returned to the kitchen before a four-hour period has expired.
- The Museum requires a \$20 per person minimum on food during business hours and \$30 per person minimum for evening events.
- The Museum reserves the right to refuse or stop alcoholic beverage service to any individual or group at any time. The Museum is required to enforce Colorado State and Denver liquor laws at private events, including the prohibition of alcohol consumption by minors. The Museum's art liquor license prohibits the advertising of any alcohol product. *Liquor may not be brought into or taken out of the Museum and may be consumed only in designated areas of the Museum.*
- The museum does not allow donated alcohol.
- If a client chooses to have alcohol served at their event, it is required that food be available during the entire time of alcohol service.
- The Museum makes every attempt to identify ingredients that may cause allergic reactions for those with food allergies. Every effort is made to instruct our food production staff on the severity of food allergies. There is always a risk of cross contamination. There is also a possibility that manufacturers of the commercial foods we use could change the formulation at any time, without notice. Clients concerned with food allergies need to be aware of this risk. The

Museum does not assume any liability for adverse reactions to foods consumed, or items one may come in contact with while eating at the Museum.

- With a two-week notice and dependent on availability, the Museum may provide client one tasting of items from its standard menus. The tasting will be for two people and will consist of two hors d'oeuvres, one salad, two entrees and two desserts as agreed by the Museum and client. Fees are applied for additional items and guests.
- Published prices are non-negotiable and all offerings are subject to change without notice.

## MUSIC LICENSING REQUIREMENTS

- Denver Museum of Nature & Science has music licensing restrictions and is responsible for reporting all music played back to appropriate distributors. Any music played during an event must be reported by providing a pre-approved playlist, or with prior arrangements, a list of music played can be emailed to your Event Sales Consultant or the audiovisual technician at the conclusion of the event. You may also engage the services of one of our approved entertainment vendors named on page 11.

## DECORATION AND FLORAL ARRANGEMENT TERMS

- The Museum must approve all client supplied decorations and flower arrangements. The Museum does not assume any responsibility for the payment, loss, theft, or damages of such.
- The Museum does not allow the following décor items: confetti, birdseed, glitter, fog machines, balloons or other loose décor such as synthetic snow or flower petals.
- Decorations may not be taped or tacked to any wall surfaces, exhibits, ceilings, glass, or equipment.
- Candles, votives, and hurricane lamps must comply with the city fire codes. Gasoline, propane or electric heaters, grills, or similar devices are prohibited.
- All freestanding and/or table decorations must be fireproof, pass Museum standards for safety, and be appropriate for the Museum setting.
- Decorations, floral arrangements, and entertainment equipment load-in and removal are the responsibility of the client and must be completed immediately following the event. Security may be required at additional cost.
- The client is responsible for any cleaning charges associated with decorations and floral arrangements.

## SECURITY REQUIREMENTS

- Due to the nature of the Museum's collections, all events require Museum security officers. Security requirements vary depending on the event; therefore, security charges are not included in space rental pricing.
- The Museum requires that security be present at all times during the rental period. One or more security personnel may be required depending upon the size and scope of your event. Security will be scheduled for 30 minutes prior to the event start time and 30 minutes after the event.
- Additional security may be required for load in and load out of equipment for events.
- Museum security is charged at \$35 per hour; per officer, with a four-hour minimum.
- Number of required officers will be determined by Museum Security.
- DENVER LAW ENFORCEMENT—POLICE OFFICER
- Police Officer coverage is required when alcohol is served. Multiple officers are required for multi-bar events and for events larger than 500 guests.
- Police officer charge is \$150 per officer and arranged by the museum's internal security department.

## AUDIOVISUAL SERVICES

All audiovisual equipment is provided exclusively by our Museum's technical operations department. Unless otherwise noted, all packages include 1 technician that will be scheduled for 1 hour prior to the event until 1 hour after. Events exceeding 5 hours will require additional labor to be charged at \$55 per hour. Please provide program content at least one week prior to event. Client needs to provide high resolution files in 16:9 format. All packages and equipment are subject to 24% service charge and applicable sales tax.

### SOUTHEAST ATRIUM

Microphone options include choice of handheld or lapel.

#### Package 1: Basic | \$400

1 microphone, podium and static image on LED screen.

#### Package 2: Standard | \$750

Up to 4 microphones, podium, laptop, computer audio, LED screen and ability to display rolling images or slides.

#### Package 3: Advanced | \$1500

Up to 4 microphones, podium, laptop, computer audio, 10' x 16' LED screen, up to 3 mobile screens with live camera feed, simulcast and recording. Two technicians available.

### MORGRIDGE FAMILY EXPLORATION CENTER

Microphone options include choice of handheld or lapel.

#### Package 1: Basic | \$400

1 podium microphone and static image on LED screen.

#### Package 2: Standard | \$750

Up to 4 microphones, podium, laptop, computer audio, 10' x 18' LED screen with ability to display rolling images or slides. Program recording available for additional \$200.

### LEPRINO FAMILY ATRIUM

Microphone options include choice of 4 handheld or 4 lapel. 8 microphones and Bluetooth available in Schlessman.

2 microphones and plug-in audio available in Spratlen.

#### Package 1: Basic | \$300

1 microphone, podium and basic sound system.

#### Package 2: Standard | \$550

Microphones, podium, 1-75" mobile screen, laptop and computer audio.

#### Package 3: Advanced | \$700

Microphones, podium, 2-75" mobile screens, laptop and computer audio.

### HARRY T. LEWIS COMMUNITY ROOM | \$250

Includes 75" screen, meeting camera with integrated speaker and microphone for virtual meetings. Connection to client laptop via USB-C

### BACKGROUND MUSIC | \$50 with AV package \$150 without AV package

Add background music to any package.

Option 1) Choose mood or genre for us to play.

Option 2) Send a customized playlist. Licensing restrictions apply and not all songs may be available. Provide list two weeks in advance for confirmation and time to adjust.

*\*See Approved Vendor list on page 11*

### RICKETSON AUDITORIUM

#### Package 1: Basic | \$300

1 microphone, podium and basic sound.

#### Package 2: Standard | \$500

Up to 4 handheld and 4 lapel microphones, podium, laptop, computer audio, 10' x 16' screen with projector for slide show or presentation.

#### Package 3: Advanced | \$950

Up to 4 handheld and 4 lapel microphones, podium, laptop, computer audio, 10' x 16' screen and projector with live camera feed, simulcast and recording. Option for Panel microphones with table or chairs. Two technicians available.

### INFINITY THEATER

#### Package 1: Basic | Included with rental of theater.

1 microphone, podium and basic sound.

#### Package 2: Standard | \$300 with rental of theater.

Up to 4 microphones, podium, laptop, computer audio, panel microphones, panel table with chairs and giant screen show or presentation.

### GATES PLANETARIUM

#### Package 1: Basic | Included with the rental of theater

1 microphone, podium and basic sound

#### Package 2: Standard | \$300 with rental of theater

Up to 2 microphones, podium, laptop, computer audio, dome show and custom graphics on screen.

### 3<sup>RD</sup> FLOOR COMMUNITY ROOM | \$350

Fully integrated system includes 1 - 136" screen and 2 - 92" screens. Capable of wireless presentations from client computer or two-way video calling via Museum system.

### PORTABLE AUDIO SYSTEM | \$300

Add background music, up to 2 microphones, podium and presentation audio to areas without built in audio.

### 75" MOBILE PRESENTATION SCREEN | \$250

Add wireless presentation capability or rolling slideshow to any space. Up to 3 mobile screens available.

### LED LIGHTING | \$15 per light

Add ambiance with primary and secondary colors. 24 wireless lights available.

### GRAND PIANO | \$225



## WEDDING SUPPLEMENT

### CEREMONIES

Ceremonies may only occur in conjunction with a booked reception here at the Museum and must follow the Museum's general terms and conditions.

Clients are responsible for appointing a "day-of" coordinator to act as a liaison between wedding party and banquet managers. The day-of coordinator is responsible for orchestrating ceremony timing, reception details as well as oversee décor installation and removal.

### CEREMONY FEE | \$1,000.00

*Includes:*

- Set up and tear down of theater style seating for guest count.
- Chairs and chair covers for up to 150 guests.  
*Additional chair covers can be added at the cost of \$9.00 per chair*
- Standard Sound System with microphone and speaker  
*Ceremonies in the North atrium incur additional \$300 for portable sound system.*
- One 30 minute rehearsal (*Date to be coordinated with Event Sales Consultant and must take place during the Museums normal business hours. Restrictions may apply and dependent on availability.*)
- Private Suite (available 1 hour prior to ceremony)
- Canned waters for the wedding party prior to the ceremony. Additional items may be arranged with fees.

### CITY PARK CEREMONY BACK UP LOCATION

- Rain Location for City Park Ceremony: \$500 with AV – Non-Refundable  
*Ceremony site will be based on availability and can't be located in a place that impacts other logistics.*
- Last Minute Rain Call for City Park: \$1,500 with AV – Some restrictions apply  
*Rain call must be made by 12:00pm to notify staff of ceremony needs.*

### CEREMONIES

- Wedding Ceremonies may not begin prior to 6:00 p.m. Museum doors will be open for your guests beginning at 5:45 p.m.
- Wedding ceremonies taking place in City Park must have a permit from the Denver Parks & Recreation permitting office. Client is responsible for acquiring the proper permits. The museum has no control over events or festivals booked in City Park or on Denver Zoo Property. Parking in the lots is on first come first serve basis.
- Ricketson Auditorium is the standard rain back-up location for ceremonies planned for the Anschutz Family Sky Terrace.
- The Anschutz Family Sky Terrace is weather restricted. The Museum security department will make a weather call at 2:00pm on the day of the event. If there is inclement weather forecasted, the events team will set up according to the rain plan established with the Event Sales Consultant prior to the event. (No Exceptions)
- Room Diagrams must be finalized 3 business days prior to your event.
- Amplified music has restrictions. Please contact your Event Sales Consultant for specifics.
- All pre-approved plant and floral decorations including bridal bouquets, centerpieces and décor, must be removed by the client or the vendor the night of the event. Failure to remove these items may result in an additional cleaning.

### DANCE FLOOR

- Up to 24' x 24' | \$1,500

## CURATOR TOURS OR LECTURES

### OPTION 1: BEHIND THE SCENES TOURS

The Museum has 270,000 square feet of exhibition space; most people would never guess that 99 percent of the 4.3 million objects in our collections are found behind-the-scenes, out of public view. Your group can join Science Division staff on an exclusive, unforgettable, and behind-the-scenes tour of Anthropology, Earth Sciences, Zoology, or Archives.

- Fee is \$500 per tour.
- Tours are approximately 45 minutes.
- Participants limited to 12 per group; ages 12 and up.
- Subject to staff availability.
- Multiple tours may be purchased at the individual rate to accommodate larger groups.
- Accessibility issues will be communicated to departmental staff at time of booking. Special needs can be accommodated, but will need to be planned in advance for alternate paths.

### TOUR DESCRIPTIONS

**The Anthropology Collection:** The collections are mainly comprised of archaeological and ethnological artifacts from North America. The department also curates' collections from Central and South America, Africa, Asia, and Oceania. This tour offers a custom-made look at highlight collections including Navajo textiles, Plains Nations beadwork, art from the Northwest Coast, and baskets from around the world, among many others.

**The Earth Science Collection:** Highlighted by the Ice Age discoveries made in Snowmass Village, but including important research collections from around the world. The Earth Sciences Collection documents our dynamic Earth and its biodiversity through time with impressive gems, minerals, and fossil collections.

**The Zoology Collection:** From passenger pigeons to camel spiders to the last grizzly bear in Colorado, the nine Zoology Collections document the ebb and flow of animal diversity in the Rocky Mountain region and from across the planet over the last 150 years.

**The Archives Collection:** The Archives Department preserves the institution's historic records, dating back over a century to the Museum's founding years. Highlights include historic images of the Museum and iconic fieldwork, papers of pioneering anthropologist Ruth Underhill, and the original cast of the roaring saber-tooth cat.

### OPTION 2: GROUP PRESENTATION

Learn more about the Museum's dynamic research programs and vibrant collections. Presentation can be in the event space during a dinner or in the Ricketson Auditorium (seats 250), Infinity Theater (seats 390), or the Gates Planetarium (seats 118).

- Price \$1,000
- Presentations usually last 45 minutes with Q & A opportunities.
- Audience size is 50-390
- Subject to staff and room availability.

## APPROVED ENTERTAINMENT VENDORS

### ELITE ENTERTAINMENT

[Yan@myeliteDJ.com](mailto:Yan@myeliteDJ.com)

303-422-3218

[myelitedj.com](http://myelitedj.com)

### A MUSIC PLUS

[trinity@amusicplus.com](mailto:trinity@amusicplus.com)

303-426-9990

[amusicplus.com](http://amusicplus.com)

### HOWE EVENTFUL

[hello@HoweEventful.com](mailto:hello@HoweEventful.com)

970-528-9271

[howeeventful.com](http://howeeventful.com)

## APPROVED RENTAL VENDOR

### EVENT RENTS

[EventRents.com](http://EventRents.com)

303-972.0975

If you are hiring an Entertainment Vendor that is not on this list, you must provide contact information for the vendor and ensure music licensing restrictions and reporting requirements are met. We reserve the right to decline or reject any proposed entertainment vendor.