

Campus Martius Museum Rental Guide

601 2nd St. Marietta, OH 45750
740.373.3750
mariettamuseums.org



General Information

Campus Martius Museum offers the rental of our Meeting Room and Main Hall. We also offer the rental of the entire museum, excluding the Putnam House.

Hours Open to Public

Mon-Sat: 9:30am - 5pm

Sun: 12pm - 5pm

Hours for Meeting Room Rental

Mon - Sat: 9:30am - 11pm

Sun: 12pm - 9pm

Hours for Main Hall Rental

Mon - Sat: 5pm - 11pm

Sun: - 5pm - 9pm

Whether you would like to book a lecture or rehearsal dinner, Campus Martius Museum is the perfect place for you to add a little history to your event.

Campus Martius Museum	Capacity	Price Per Hour	Member's Price*	Non-Profit Price**
Meeting Room	48 - 65	\$75/hr	\$67.50/hr	\$60/hr
Main Hall	80 - 100	\$150/hr	\$135/hr	\$120/hr
Main Hall and Meeting Room	80 - 100	\$175/hr	\$157.50/hr	\$140/hr
Full Museum	80 - 100	\$200/hr	\$180/hr	\$160/hr

*Members receive 10% off rental fee only

**Non-Profit organizations receive 20% off rental fee only

The Main Hall can be equipped with chairs and round or rectangle tables, a portable bar, and a podium with microphone and speakers. These items are included in the rental price.

The Meeting Room can be split into two smaller rooms, if needed. It is equipped with chairs and rectangle tables, wireless internet/wifi, interactive whiteboard, Keurig coffee maker, and an electronic system with microphone and speakers.

Use of the full museum includes all public space except for the Rufus Putnam House. The ability to mingle through exhibits can enhance your guest experience.

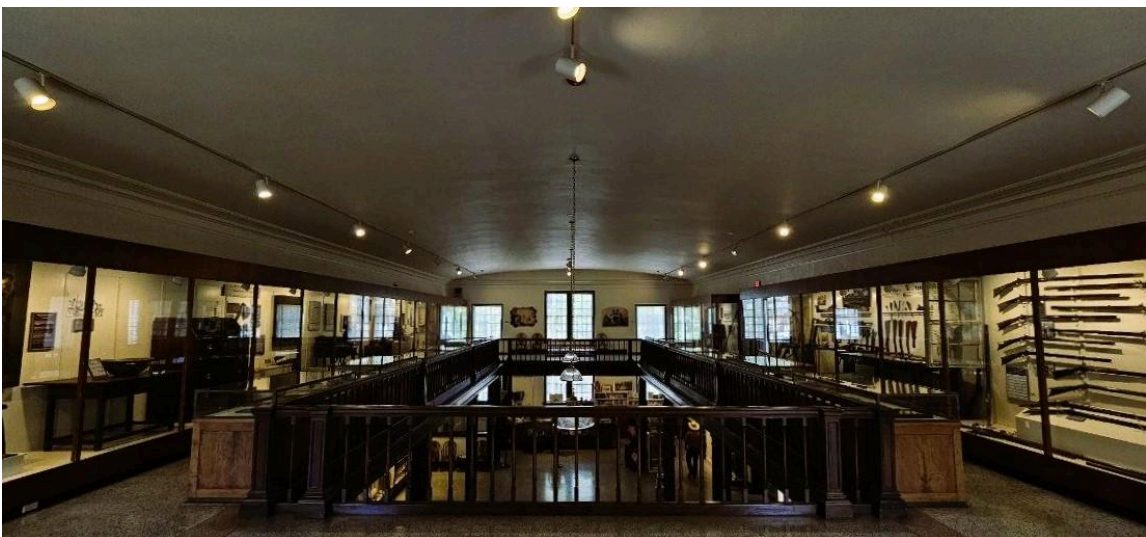
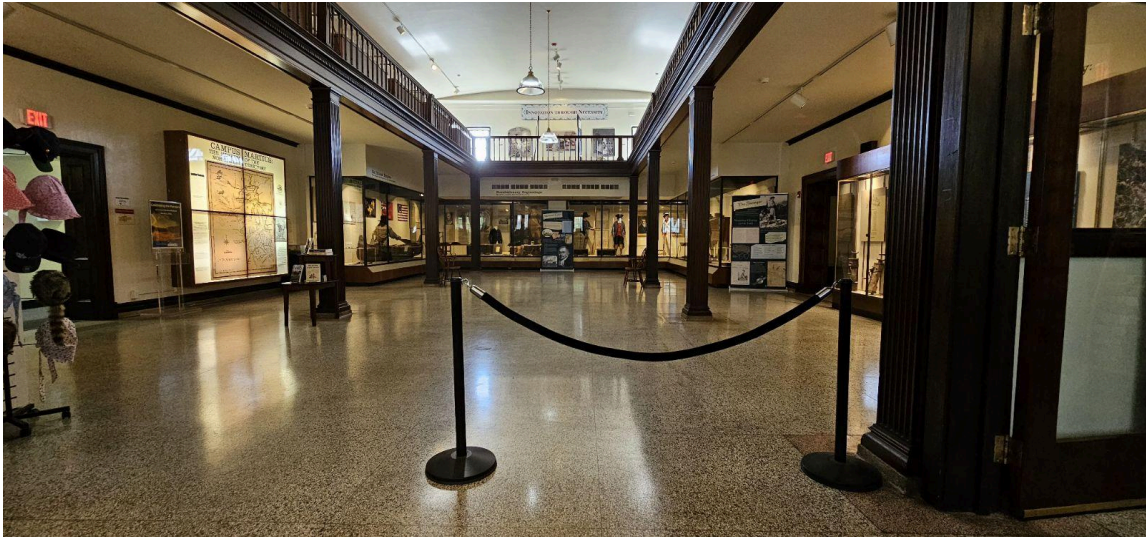
Tablecloths are available for \$5 each.

Additional Information

- The renter is welcome to use a caterer of their choice. We can also give recommendations. It is the renter's responsibility to make arrangements for all food, beverage and other needs.
- Alcohol may not be served while open to the public but can be served after hours.
- Staff members will be on site during the event to answer questions and direct the Renter and Renter's guests.
- Rental time begins with set-up and ends after tear down. Rental time is calculated on the half hour.
- There must be a designated person in charge and that person is required to be present for the entire event (including set-up) and ensure the Museum is cleaned up after the event.
- All décor and signs must be freestanding; taping or tacking signs or decorations on walls or exhibitions is not permitted.
- The museum is not responsible for any personal property or outside rental equipment brought into the facility.
- Renter must adhere to maximum capacity.
- The Rental Agreement has a full list of requirements and procedures that the renter will sign before space is secured.

If the renter wishes to add on any other experience that they would like the museum to provide, such as a tour guide or scavenger hunt, this can be discussed with the Events Director and will come at an additional cost.

MAIN HALL



MEETING ROOM

