Event Rental Rates:

**Daytime Rentals (Tue — Thu)**
- Studio Time $450 includes admission for 25
- Conference Room $350 includes admission for 15

**Basic Museum Rental**
Lobby | Studio Time | Atlantic Connection

Tuesday - Thursday $5,000
Friday - Sunday $5,500

**West Yard First Floor** $5,500

**Indoor & Outdoor Rental** $10,000
West Yard First Floor | Lobby | Studio Time | Atlantic Connection

**Venue rentals include:**
- Rentals include access to the museum’s indoor exhibits
- Daytime rentals are available 10am - 4pm
- All rentals require a 50% reservation deposit and a $750 refundable security deposit.
- Event liability insurance is required.
West Yard First Floor Capacity

Capacity 420 Seated / 700 Reception

African Ancestors Memorial Garden:
Each event occurring in the African Ancestors Memorial Garden begins with a welcome and a Land and Labor Acknowledgment by an IAAM representative.

Furniture:
Museum furniture must be moved by museum staff only. All rented furniture must be picked up from the venue at the end of the event. No furniture or fixtures may be stored on-site unless permitted by museum staff in writing.

Music:
While we welcome bands, DJs and all other types of musical entertainment in the venue and on the grounds, all music must end at 9:00pm. Amplified music must not exceed 70 dBA as measured at the closest property line.

Security:
City of Charleston off-duty officers may be required based on the size of the event if alcohol is served. It will be the responsibility of the client to secure off-duty officers.

Indoor Museum Capacity

Capacity 115 Seated / 215 Reception

Vendors:
The International African American Museum has an Authorized Event Vendors List for clients to choose from. Unless prior approval is obtained, we ask that our Clients use only local vendors for:

- Event Coordinator
- Catering
- Rentals

The list of selected vendors must be submitted prior to the Final Pre-Event Meeting. All vendors and service contractors are responsible for the clean-up and removal of their equipment, food, bar supplies and garbage within two (2) hours of the event’s conclusion.

No red wine or drinks that contain staining ingredients are allowed.

Add ons:

AV Package $250+
- Projector screen, Computer, Podium, Microphone and Speaker

Changing Exhibition Gallery Access TBD.

Center for Family History Access $1,500.

Research Center Activation $750.