$10,500 Museum Facility Charge includes:

**Access to Facilities:** 3:00 pm – 12:00 am includes load in and load out. Up to 900 attendees per fire code.

**Audio Visual Prom Package:** includes AV Tech, wireless handheld mic, audio mixer, speakers, subwoofer, LED uplights, moving light package. DJ may hook into sound system for no extra charge. Additional AV available for extra charge.

**Coat Check:** Staffed coat check with one clerk during inclement weather.

**Custodial:** General custodial staff and cleaning of the contracted area.

**Fire Permit:** Up to $200 of Portland Fire and Rescue fee coverage**

**Power:** Five (5) 120v, 20 amp circuits.

**Security:** Basic Museum security staffing; covers building security and Mark Desk coverage.

**Furniture:** Set-up and striking of customized floorplans (within fire code restrictions)

- (230) black banquet chairs
- (15) 60” round tables
- (15) 32” high or low cocktail tables
- (10) 8’x30” tables
- (10) 6x30” tables
- (2) 4’ x 8’ risers
- (2) easels
- (1) 20’ x 24’ dance floor
  *(No items may be placed on dance floor)*

**Décor:** PAM Venues has three décor vendors that can provide linens, alternative chairs, centerpieces, etc. No glitter or confetti is allowed. Nothing should be hung on walls with anything more than painter’s tape. Extra cleaning fees may apply for any décor left behind post-event.

**Possible Additional Fees:** Contact PAM Venues Sales Team or refer to contract for details

*Occupancy by client or contracted vendors prior to or later than contracted access will incur a $500/hour additional charge. Deliveries, load-in, set-up, strike and load-out must occur within access contracted times.

***Depending on the nature of the event, additional security costs may be incurred. PAM Venues Sales Team will be able to assist you in identifying areas that have potential cost implications.*

Please note: No other audio, video, or lighting equipment and/or services are included unless specified above or arranged directly with PAM Venues AV prior to your event.

Visit the PAM Venues website for more images and 360° tours

**events.portlandartmuseum.org | pam.to/truetour**
$9,500 Museum Facility Charge includes:

**Access to Facilities:** 3:00 pm – 12:00 am includes load in and load out. Up to 400 attendees per fire code.

**Audio Visual Prom Package:** includes AV Tech, wireless handheld mic, audio mixer, speakers, subwoofer, LED column uplights, moving light package. DJ may hook into sound system for no extra charge. Additional AV available for extra charge.

**Coat Check:** Staffed coat check with one clerk during inclement weather

**Custodial:** General custodial staff and cleaning of the contracted area

**Fire Permit:** Up to $200 of Portland Fire and Rescue fee coverage**

**Power:** Five (5) 120v, 20 amp circuits

**Security:** Basic Museum security staffing; covers building security and Mark Desk coverage.

**Furniture:** Set-up and striking of customized floorplans (within fire code restrictions)

- (230) black banquet chairs
- (10) 60" round tables
- (10) 32" high or low cocktail tables
- (10) 8’x30” tables
- (5) 6’x30” tables
- (2) 4’ x 8’ risers
- (2) easels
- (1) 16’ x 20’ dance floor

(No items may be placed on dance floor)

**Décor:** PAM Venues has three décor vendors that can provide linens, alternative chairs, centerpieces, etc. No glitter or confetti is allowed. Nothing should be hung on walls with anything more than painter’s tape. Extra cleaning fees may apply for any décor left behind post-event.

**Possible Additional Fees:** Contact PAM Venues Sales Team or refer to contract for details

*Occupancy by client or contracted vendors prior to or later than contracted access will incur a $500/hour additional charge. Deliveries, load-in, set-up, strike and load-out must occur within access contracted times.

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