



EVENTS AT THE PUTNAM

MAKE A *Memorable* IMPRESSION

The Putnam Museum is a place where people engage with history and ideas through hands-on experiences, creativity, and immersion.

Our distinctive spaces make the museum an ideal venue for rehearsal dinners, intimate receptions, corporate events, meetings, and celebrations. We offer flexible options that allow you to tailor your special event to the perfect size, style, and atmosphere.



Our RENTAL SPACES



GRAND LOBBY

With its stunning architecture and beautiful interiors, the Grand Lobby exudes elegance and grandeur.

Capacity: 300



LARDNER BALCONY

Lardner Balcony features a one of a kind view of the river. The built-in bar makes the space perfect for socializing.

Capacity: 80



GIANT SCREEN THEATER*

Our spectacular theater is 5 stories high and suitable for a variety of events, including private screenings.

Capacity: 264



IMMERSE MEETING ROOM

Our adaptable meeting room offers the ideal space for meetings, presentations, training sessions and more.

Capacity: 40



THEATER OVERLOOK

Our birthday party space is in the heart of the museum, overlooking the Grand Lobby.

Capacity: 32



ACTIVITY ROOM

This colorful adaptable room is perfect for meetings, presentations, classes and more.

Capacity: 70

* Extra fees may apply to a GIANT Screen Theater rental for film licensing.

PRICING BY ROOM**

	1st Hour	Additional Hour	6+ Hours (flat rate)
Grand Lobby	\$800	\$250/hr	\$1,750
Lardner Balcony	\$200	\$125/hr	\$750
Giant Screen Theater	\$350	\$100/hr	\$2,000
Immerse Meeting Room	\$100	\$50/hr	\$250
Activity Room	\$150	\$75/hr	\$250
Janice Hall (capacity 10)	\$100	\$50/hr	\$200
Theater Overlook	\$150	\$75/hr	\$250

BUNDLES**

	1st Hour**	Additional Hour
Grand Lobby + Lardner	\$1,500	\$150/hr
Grand Lobby + Theater	\$2,000	\$150/hr
Lardner + Theater	\$1,500	\$150/hr
Lardner + Theater Overlook	\$300	\$100/hr

Wedding PACKAGES

	Includes	Fee**	Additional Hour
Platinum Package	5pm - 11pm Grand Balcony (Wedding) Lardner Balcony (Cocktails) Grand Lobby (Reception) Theater available Immerse W&E - Bride/Groom Rooms	\$3,500	\$300/hr
Diamond Package	5pm - 11pm Grand Balcony (Wedding) Lardner Balcony (Cocktails) Grand Lobby (Reception) Immerse W&E - Bride/Groom Rooms	\$3,000	\$300/hr
Ceremony & Reception Package	5pm - 11pm Grand or Lardner Balcony (Wedding) Grand Lobby (Reception) Immerse W&E - Bride/Groom Rooms	\$2,250	\$300/hr
Reception Package	5pm - 11pm Grand Lobby (Reception)	\$1,500	\$300/hr

** Additional fees apply for parties who stay beyond contracted end time.

ADDITIONAL OPPORTUNITIES

Museum Access	\$5 per person (<i>\$300 minimum up to a \$750 maximum charge</i>)
Close Museum to the Public	\$750/hour (<i>peak season</i>) \$500/hour (<i>off-peak season</i>)
Additional Set Up Day Prior to Event	\$350

	1st Hour	Additional Hour
Oasis	\$50	\$25/hr
Immerse W	\$50	\$25/hr
Immerse E	\$50	\$25/hr

ADDITIONAL EVENT PACKAGES

	Fee	After 5 pm	+ Hour	Includes
Birthday Package	\$250	N/A	\$100/hr	3 HOURS - Overlook
Birthday Movie Package	\$375	N/A	\$100/hr	3 HOURS - Overlook & Theater
Celebration Package	\$450	\$500	\$100/hr	3 HOURS - Lardner or Overlook
Corporate Package	\$1,000	\$1,500	\$100/hr	3 HOURS - Lardner, Grand Balcony, Activity & Scavenger Hunt

VENUE BAR SERVICE

The Putnam Museum charges by the drink for open and cash bar services.*

We provide the following beverages:

**BEER
LIQUOR/MIXED DRINKS
WINE**

**NON-ALCOHOLIC OPTIONS
KEGS & SPECIAL ORDERS**

Price quotes for special orders

ADDITIONAL CHARGES:

Bar Set-up**	\$75
Bartender	\$15/hr
Security Officer***	\$55/hr

Drink tickets are available for partially sponsored bars. Tickets must be purchased in advance, \$6 per ticket.

* Prices are subject to change.

*** Security required for groups over 200.

The Putnam reserves the right to require security at any function serving alcohol.

(563) 324-1933 | putnam.org | @PutnamMuseum



ADDITIONAL RENTALS & SUPPLIES

Table Cloth (Stretch)	\$5/table
Chair Covers	\$2/chair
Chair Tie Back	\$0.50/chair
Red Carpet	\$40
Podium	\$20
Screen	\$15
Large Screen TV	\$40
LCD Projector Package	\$75
Wired Microphone	\$20
Wireless Microphone	\$20

