

There's only one place where you can find yourself among the celebrated legends of the Kentucky Derby®.



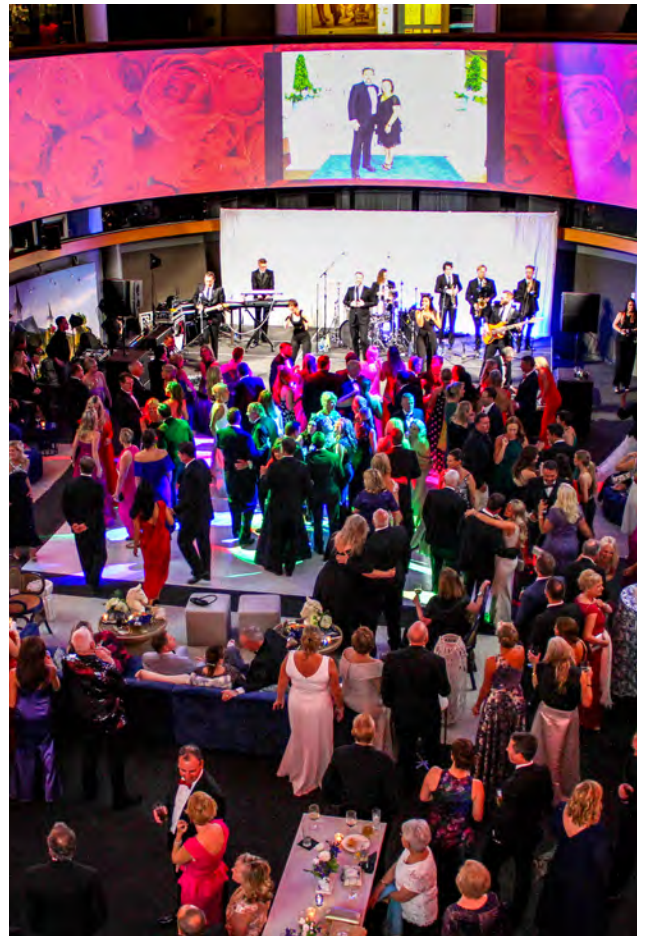
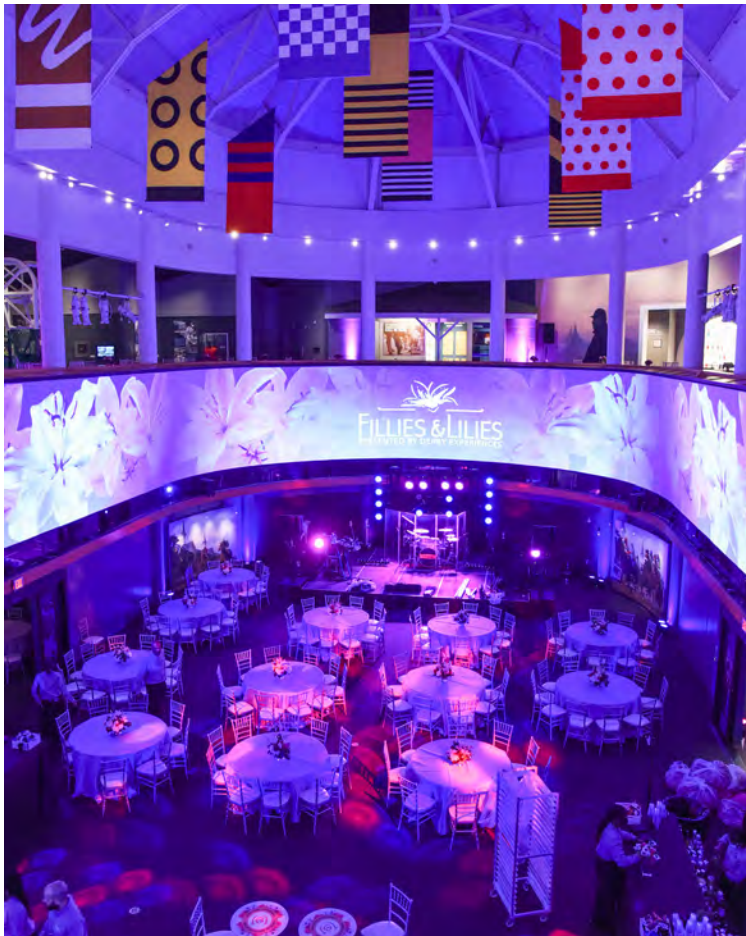
# The Great Hall & First Floor Exhibits



Capacity:

200 banquet style | 300 auditorium style | 600 reception style





# Oaks Garden Terrace



Capacity:

350 banquet style | 500 auditorium style | 224 classroom style





# Second Floor Gallery



Capacity:

200 banquet style | 300 auditorium style | 100 classroom style | 126 crescent style





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# EVENTS

at the

## Kentucky Derby Museum

There's only one place where you can find yourself among the celebrated legends of the Kentucky Derby®.

### Night at the Museum

\$15 per person or  
\$7,500 minimum

All Museum Spaces

Seated capacity : 1,000 guests

Reception capacity : 2,000 guests



### First Floor Buyout

\$15 per person or  
\$3,500 minimum

The Great Hall & Oaks Garden Terrace

Access to 1st Floor Exhibits

Seated capacity : 650 guests

Reception capacity : 1,500 guests

### Both Packages Include:

4-hour rental period

Round, rectangle & high-top tables

Black cushion banquet chairs (400)

White wooden folding chairs (200)

Floor plan & event timeline assistance

Set up & breakdown of museum amenities

1-showing of "The Greatest Race"

AV capabilities

On-site venue manager

Door greeter

*\*pricing reflects year-round rental fee*



## Event Space Capacity

### Oaks Garden Terrace & Derby Cafe

\$15 pp | \$2,500 minimum

600 standing reception

350 seated dinner

500 theater style



### The Great Hall & First Floor Exhibits

\$15 pp | \$1,500 minimum

600 standing reception

200 seated dinner

300 theater style



### Second Floor Gallery

\$15 pp | \$1,000 minimum

350 standing reception

192 seated dinner

275 theater style



# Additional Audio Visual Amenities



 KENTUCKY DERBY MUSEUM **AMTF 2021**

Green Screen Photo Booth - \$250



Mosaic Wall - \$250



360° Screen Still Image  
(roses, tulips, bourbon or Churchill Downs) - \$250



360° Screen Customization  
(PowerPoint capability) - \$500



360° Screen Wrap  
(18 photos or logos) - \$750



Video Wall  
(Custom photo or logo) - \$150

# To add additional amenities, contact your event coordinator.

Historic walking tour of Churchill Downs

(50 person max) - \$150

Kentucky Derby Bugler - \$300

Mock Race Activity - \$7 per person

Resident Thoroughbred Visit - \$150

Jockey Appearance - \$600 per hour

Derby Hat Decorating - \$25 per person

Hosted Cigar Bar - price varies

Gift Shop Access - \$150 per hour

Additional Hour Rental - \$500

Additional Exhibit Access - \$500

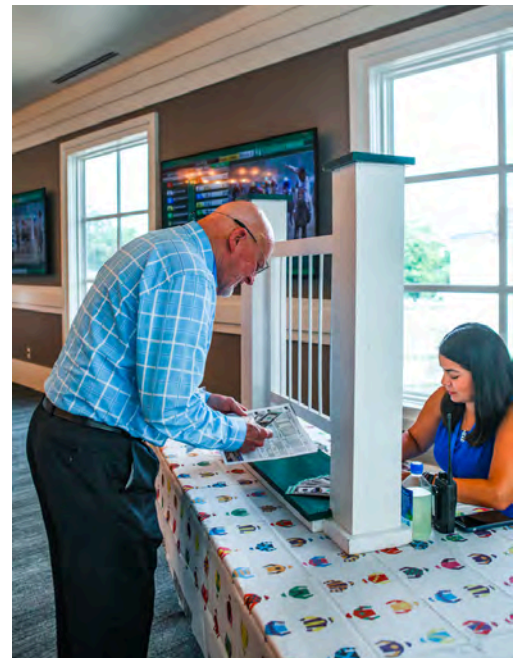
Coat Check - \$100 per hour

Topiary Wall Backdrop - \$250

Topiary Wall Backdrop with Custom Sign - \$500

Staging - \$400

20x20' Dance Floor (white or black marble) - \$400



## Detailed Information

### **Set Up Time:**

You are guaranteed access to the rental space up to (3) hours before your start time. Depending on set up requirements, arrangements can be made in certain scenarios.

### **Parking:**

Free parking is available in any of the front Churchill Downs lots during non-racing days. For race day parking, please visit [kentuckyderbyparking.com](http://kentuckyderbyparking.com) for directional maps and additional information.

### **Reservation Requirements:**

To reserve the space, the museum requires a signed contract, a signed rental policies document, and a 50% non-refundable deposit. We do not require clients to carry a liability policy for special events.

### **Restrictions:**

We do not allow glitter/confetti, balloons, fog machines, or any décor that punctures any interior structure. Open flame candles are also not permitted. Please check with your coordinator prior to renting any additional items for museum approval.

### **Event Coordinators:**

The Museum does not provide event planning/coordinating assistance including but not limited to clean up of personal items, setting place cards, centerpieces, or décor brought in by Renter.

Museum staff is only responsible for logistics directly relating to the facility. We are happy to recommend a full service or day-of-coordinator that has Kentucky Derby Museum experience.

### **Catering Policy:**

Rosemary's Catering is the museum's exclusive caterer, which means all food & beverage will be provided by them. Exceptions will be made for specialty desserts. For additional information please contact [ksollano@therkgroup.com](mailto:ksollano@therkgroup.com).

### **Alcohol Policy:**

Rosemary's Catering is the only licensed authority to sell and serve on premises. Fines will be assessed should you be found in violation of this.

### **Common areas:**

Rental contracts secure room exclusivity, however common areas such as the lobby may be shared with another group.

### **Cancellations:**

The museum requires a 50% non-refundable deposit to confirm the rental. Cancellations made less than 90 days prior to the rental date will be charged 50% of Rental fees. Cancellations made less than 30 business days prior to the rental date will be charged the full amount of fees outlined in the contract.

### **Suggested Vendors:**

The museum has a full list of suggested vendors for your special day. Inquire with your Coordinator for the full list of vendors that have proven to do a great job for our clients.

### **Additional Photos:**

For additional photos, videos, and information please visit our website [www.derbymuseum.org/museum-rental](http://www.derbymuseum.org/museum-rental)



# Kentucky Derby Museum

TO SCHEDULE A SITE VISIT  
OR FOR MORE INFORMATION:

[events@derbymuseum.org](mailto:events@derbymuseum.org)  
[derbymuseum.org/rentals](http://derbymuseum.org/rentals)



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