



Vulcan[®] Park and Museum

GENERAL EVENT FEES

2011

BASE USAGE FEE

Includes the use of Vulcan Center Event Room and/or City Overlook and Map area, tables and chairs for indoor space only, set-up and breakdown time, and the presence of an event manager throughout entire event.

Monday - Sunday
8 am - 5 pm

\$250 (2 hours)
\$500 (4 hours)

Monday - Thursday
After 5 pm

\$1000 (4 hours)

Friday - Sunday
After 5 pm

\$1500 (4 hours)

1. Non-profit Rates: Non-profit organizations with an IRS determination letter will receive a 50% discount off the Base Usage Fee **ONLY!** This discount is not applicable during select seasonal months, holidays, and Friday and Saturday evenings.

2. Deposit: 50% of Base Usage Fee

A 50% deposit and a signed contract are required in order to reserve the Events Facility for your event. The final balance for all General Events is due 30 days prior to the scheduled date. Should an event be cancelled six (6) months or more prior to the event date, your deposit will be forfeited, or may be applied to a rescheduled event within six (6) months of the original date of the event or contract. Should an event be cancelled between six (6) months and ninety (90) days prior to the event, the deposit will be forfeited. Should an event be cancelled less than ninety (90) days prior to the event, the deposit as well as any monies paid, will be forfeited. In addition any remaining balance will be due to Vulcan Park and Museum. All cancellations must be submitted in writing, communicated by e-mail, fax, or regular mail. Events booked within ninety (90) days of event date are not eligible for any refund and any balance remaining is due to Vulcan Park and Museum.

3. Security: \$30 per officer per hour

Security is required for all evening events at the expense of the client. Security will arrive 30 minutes prior your event and remain 30 minutes after your event. One officer automatically required for events where alcohol is served. For groups larger than 200 and/or children's events, one (1) additional security personnel is required at the expense of the Client.

4. Audio/Visual Equipment: \$30 (flat rate)

A selection of audiovisual equipment including a 100" screen, LCD projector, DVD/VCR/CD player, one wireless lavalier microphone and one wireless handheld microphone, is available and may be reserved through the Events Coordinator.

5. Valet: \$250 (1-100 guest); \$325 (101-200 guest); \$350 (201 +)

Strongly recommended for events held during normal operating hours with 100+ guests and for events held after hours.

6. Coat Check Service: \$11 per hour

[1701 Valley View Drive](#) · [Birmingham, AL 35209](#) · [205.933.1409](#) · [fax 205.933.1776](#) · [www.visitvulcan.com](#)

MUSEUM · VIEWS · PICNIC AREAS · SCHOOL TOURS · GIFT SHOP · EVENT FACILITY · WIRELESS HOTSPOT

A Vulcan Park and Museum staff member will arrive 30 minutes prior to the event and will leave 30 minutes after the event or until the last coat is checked out.

7. Tents: Prices Vary

Tents may be reserved only through Aztec Events & Tents or Special Occasions. All other rentals (chairs, seating tables, bar tables) may be reserved through vendor of your choice.

8. Close Park Fee: \$1500 (*Available closing dates subject to Vulcan Park and Museum's approval*)

VULCAN CENTER MUSEUM AND OBSERVATION BALCONY

1. For events held before or during normal operating hours, admission to Vulcan Center Museum and Observation Balcony is *not* included in the Base Usage Fee tickets may be purchased at a discounted group rate through the Events Coordinator at the time the Usage Reservation is made.

2. For events held after normal operating hours, admission to Vulcan Center Museum and Observation Balcony is included in the Base Usage Fee. (**Does not apply with non-profit discount**)

VULCAN CENTER MAXIMUM CAPACITIES

1. Event Room

This spacious indoor banquet room is equipped with state of the art audiovisual equipment, a caterer-friendly warming kitchen and enclosed bar. Framed at one end with dramatic floor to ceiling windows, this space is adjacent to the large private patio that offers a magnificent view of downtown Birmingham. This versatile room is ideal for meetings, seminars, luncheons, receptions or seated dinners. Tables and chairs included in Base Usage Fee.

120 Seated Dinner, 200 Reception, 120 Auditorium Style, 32 Conference Style

2. City Overlook and Map Area (Outdoor space)

Offering spectacular views of the greater Birmingham area, this spacious and scenic outdoor area located at the base of Vulcan may be used in conjunction with the Event Room to accommodate larger parties or may be used exclusively as the site for an event. Tenting is allowed on City Overlook but *not* on Map Area. Tables, chairs and tents for outdoor use are not included in Base Usage Fee.

175 Seated Dinner, 250 Reception

3. Entire Vulcan Center Event Facility

Event Room and City Overlook

N/A Seated Dinner, 350 Reception

There are separate usage fees for wedding ceremonies and/or wedding receptions.

Please refer to the *Event Facility Usage Handbook* for additional policies and procedures regarding your special event!