



## Rental Rates & Options

Old Cowtown Museum, 1865 West Museum Boulevard, Wichita, KS 67203.

Contact Connie Clark at 316-303-8630 or [csclark@wichita.gov](mailto:csclark@wichita.gov) for additional information.

### Visitors Center

|                              |                    |                                 |
|------------------------------|--------------------|---------------------------------|
| <b>Great Room and Patio:</b> | Seated Capacity*:  | Great Room - 150                |
|                              |                    | Patio/Great Room Combined - 200 |
|                              | Standing Capacity: | Great Room – 240                |
|                              |                    | Patio/Great Room Combined - 400 |

| <b>Rental Fee:</b> | <u>First 6 hours</u> | <u>Each additional hour</u> |
|--------------------|----------------------|-----------------------------|
| Friday - Sunday    | \$1,200.00           | \$200.00                    |
| Monday – Thursday  | \$ 600.00            | \$100.00                    |

### **Rate includes:**

- Use of facility with one-time set up of equipment
- Decorating time of 2 hours
- Tables - 60” round, 8’ banquet tables & padded chairs, no arms
- Use of outdoor patio when utilizing Great Room
- Use of serving kitchen when utilizing Great Room
- Building attendant or security guard on site. Additional security services may be required depending on the scope of the event and number of attendees. Additional fees will be accessed.

### **Additional information:**

- Open catering policy. Food must be prepared offsite and arrive ready to serve. A cash bar requires a State liquor license. ***Contracted catering and bar services must be licensed and insured.***
- Free parking on site.
- Rental functions are by invitation only
- All buildings are climate controlled with electricity.
- Decorations are limited to tabletops. No open flames - candles must be enclosed in containers.
- Smoking is prohibited on the Museum grounds including patio.
- No open or concealed carrying of firearms and/or other weapons is permitted.
- Entertainment options available.

**To secure a date:** Complete and sign contract.  
 Provide damage deposit (refundable). Visitor’s Center requires a \$300 (refundable) damage deposit. All other venues require a \$100 (refundable) damage deposit.  
 Provide ¼ of total contract cost (non refundable).  
 Contract balance to be paid in full 60 days prior to event.  
 Damage deposit is refundable provided there are no damages to the property or violations to the agreement.

### **First Presbyterian Church**

Capacity: 49\*  
Rental Fee: \$300 up to 2 hours  
Authentic wood frame 1870s church includes piano, stage and wooden pews. Restrooms in separate building 100' away near the school house.

### **Fritz Snitzler's Saloon**

Capacity: 68\* seated at tables  
Rental Fee: \$500  
This 1870s saloon offers a stage, piano, and wet bar. Tables and chairs are included. Restrooms in separate building 150' away.

*\*Indicates maximum number of seated guest allowed in building per Fire Marshal.*

### **Turnverein Hall**

Capacity: 82\* seated at tables  
100 theater style/standing  
Rental Fee: \$500  
A Victorian hall with stage, piano, and kitchenette access. Tables and chairs are provided. Restrooms in separate building 150' away.

### **Gazebo/Bandstand, Fairgrounds**

Capacity: 12 on Gazebo/Bandstand  
600 on fairgrounds  
Rental Fee: \$400  
Outdoor area includes raised rectangular gazebo (15'x25') in fairgrounds area. Restrooms 100' away. Renters may bring in their own chairs to place on the prairie grass area in front of the gazebo.

### **West Parking Lot ONLY (for Community Events)**

Capacity: Up to 1000 persons/200 cars.  
Rental fee: \$75  
Large asphalt parking lot located at the west service entrance of Museum.

### **Event Rehearsals**

Rehearsal time to include wedding party and immediate family, no invited guest, performers and event directors. Scheduled during business hours \$100, based on availability. After hours for \$300, based on availability. May not exceed 2 hours.