



909 S Schumaker Drive
 Salisbury, MD 21804
 410.742.4988 x120
 www.wardmuseum.org

Facility Rental Rates & Fees

| | Atrium Lobby | Victor Oristano Meeting Room | Richard A. Henson Education Center |
|---|--------------|------------------------------|------------------------------------|
| Monday-Saturday (Daytime): Rental between 9AM – 5PM | \$60/hr | \$50/hr | \$40/hr |
| Monday-Thursday (Evening): Rental between 5PM – 11PM | \$125/hr | \$100/hr | \$80/hr |
| Friday-Sunday (Evening): Rental between 5PM – 11PM | \$150/hr | \$125/hr | \$100/hr |
| Sunday (Daytime): Rental between 12PM – 5PM | \$60/hr | \$50/hr | \$40/hr |

Additional Services

| | |
|-------------------------|---|
| Reception Alcove Access | No Charge/Based on Availability/Requires Reservation |
| Museum Store: | Evening Rentals Only/No Charge/Based on Availability/Requires Reservation |
| Galleries Access | \$3 per guest, OR \$100 Flat Rate per Event |
| Kitchen Access | \$50/Included with Richard A. Henson Education Center |
| 6'x4' Tables | \$5ea./5 Included with Contract/No Linens |
| 3' Round Café Tables | \$10ea/No Linens/10 Maximum |
| Folding Chairs | \$.50ea/30 Included with Contract |
| Standard Ivory Chairs | \$1ea/75 Maximum |
| PA System/CD System | \$25/Lobby Only |
| Easels | \$1ea |

Discounts: Members receive 5% discount. Corporate members receive 10% discount of bills totaling \$500 or more. Discounts for 501(c) 3 nonprofits available.

Please note: Set-up and breakdown time must be reserved. Any renter on premises after 11PM will be charged for the additional hours plus an additional fee of \$200. Events with caterers must have a Caterer Agreement on file. Please refer to Rental Contract for full details on Rental Policies.