

# **Private Event FAQs**

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### What does the price of the event space include?

The venue fee includes event admission for all of your guests, complimentary parking and installed audio-video equipment. Select spaces include an in-house sound system, built-in video screen and podium. All other equipment is available for a fee.

### How long can I hold a date for?

You can tentatively hold a private event date for up to 2 weeks. Once you decide to book your event, the signed contract and deposit will be due within 10 business days. The remaining amount will be due 10 business days before your event.

### Do you have a Non-Profit rate?

For non-profit fundraiser events, The Military Aviation Museum offers 501(c)(3) organizations a special 10% discount.

## Are there decorating restrictions?

Yes—see Decoration Guidelines in the Private Event Rules document.

## Are there delivery and storage accommodations?

Deliveries are accepted on the day of your event. If you need to send boxes prior to your event, please make sure they are clearly marked with The Military Aviation Museum's address and our event coordinator's name and they'll be placed in storage for you.

# Can I use Military Aviation Museum logos or pictures on my event invitations and collateral materials?

The Museum can provide you with logos and pictures for your materials, but materials will need to be approved by Military Aviation Museum first.

## Are there smoking spaces available?

Smoking is only allowed outside, in designated areas.

#### Is music allowed?

Yes—you may play any music you like at a maximum volume of 98db. If you hire a DJ or band, they must bring in their own sound system. The Museum has equipment for rent; please inquire with your coordinator for more information.

### What time can my event start and end by?

Event start time depends on the particular event space you select. Classroom and meeting spaces are available starting at 8:00 AM while exhibit venues are only available after 5:00 PM and all events must end by midnight.

### Are guests allowed to photograph and/or touch the exhibits?

We encourage your guests to take as many pictures as they like, but ask that they do not touch the exhibits or aircraft.

### Is it noisy by the Airport?

As the Military Aviation Museum conducts rides and airshows, planes are occasionally taking off and landing during the day, but disruptive, loud noises are relatively rare.

### Does the museum accommodate persons with disabilities?

Yes—The Military Aviation Museum is ADA-compliant and complimentary wheelchairs are available for use. Due to the fact that these aircraft fly, we are continually rearranging the hangars and at times, the hangars are crowded and have propellers and pitot tubes protruding.