

FORT WORTH MUSEUM
SCIENCE AND HISTORY

EVENTS
THAT FEED THE
IMAGINATION





AN
INTRO

FORT WORTH MUSEUM
SCIENCE AND HISTORY



CREATE A TRULY
MEMORABLE EVENT
BY HOSTING IT AT THIS PREMIERE
CULTURAL DESTINATION
WHERE YOU WILL EXPERIENCE
EXCEPTIONAL CUISINE
AND SUPERB SERVICE AMID
WORLD-CLASS
ARCHITECTURE





FROM THE MINUTE YOU ENTER THE
GLOWING YELLOW URBAN LANTERN,
YOU KNOW YOU ARE IN A SPECIAL PLACE.

In the heart of Fort Worth's Cultural District, the Fort Worth Museum of Science and History is the perfect venue for your group meeting, reception, corporate event or special occasion—large or small. The Museum offers hundreds of truly unique experiences, customized to your needs, surrounded by the colorful and welcoming architecture of Legorreta + Legorreta.

To start planning a one-of-a-kind experience your guests will never forget, contact our Special Event professionals at **817-255-9553** or [**specialevents@fwmsh.org**](mailto:specialevents@fwmsh.org)



DID YOU
KNOW
?

WHEN HOSTING A FUNCTION AT THE MUSEUM,
WE OFFER FULL SERVICE EVENTS AND PLANNING
ASSISTANCE PROVIDING YOU WITH A
ONE-STOP-SHOP.

We will work with you to create the perfect menu,
layout, and design for your special occasion, ensuring
your guests will leave with a lasting impression. [Contact
our Special Event professionals today to start planning
your one of a kind event.](#)

FREQUENTLY ASKED QUESTIONS



What is included with the room rental?

What time can we begin setup for an event?

What time are we allowed to host an after-hours event?

What time do we have to tear down?



What type of event insurance do I need and where can I obtain it?

When can my vendors load in?

Are we allowed to host any daytime events at the Museum?





What time are we allowed to host an after-hours event?

- * After 5:00pm when the Museum closes. Event start times are typically 6:30pm–7:00pm, but may vary depending upon setup requirements. The event rental is for a 4-hour event; this can be extended for an additional charge.



Are we allowed to host any daytime events at the Museum?

- * The Oak Room is the only space available for daytime events. It can host events ranging from small meetings to large luncheons.



What time can we begin setup for an after-hours event?

- * The Museum closes at 5:00pm, at which time setup may begin. No events are allowed to begin setup earlier than 5:00pm.



Do we have to tear down immediately after the event? When can my vendors load in?

- * All events must be cleaned up immediately following the event. Any flowers must be picked up by the florist or taken by the client. All dance floors, staging and any other non-museum furnishings must be removed from the building after the event. Trucks may not block the entrance. Vendors must be respectful and cautious of FWMSH patrons, staff and other vendors. Your Special Events manager will work with you and your vendors to coordinate load-in and load-out. Vendors are typically not allowed to load in until 5:00pm.



Is red wine allowed in the Museum?

- * Yes, red wine is allowed throughout the Museum. No food and beverage is allowed inside the exhibits.





What type of event insurance do I need and where can I obtain it?

- * The Museum requires a \$1 million general liability policy. This insurance protects the exhibits, Museum building and property from any damage you, your guests, or your vendors may cause.

A policy can be obtained two ways. You can add on an umbrella to your existing company or home-owners policy or obtain a special events policy. A special events policy can be written at most insurance companies or you can visit www.privateeventinsurance.com for a policy. A policy from Private Event Insurance estimates \$195. Other insurance companies range in costs from \$50 - \$300. Some home-owners policies can add umbrellas for no cost or minimal cost.

Please note that the insurance must be for the day of the event. If your event lasts past midnight, your policy must be made for the day of the event and the day after the event.

The Museum's name and address must be noted on the policy.

Fort Worth Museum of Science and History
1600 Gendy Street
Fort Worth, TX 76107



What is included with the room rental?

- * Room rental includes the use of the space, use of in-house tables and chairs, building services staff to setup and breakdown, and security staff. If the Museum determines additional security staffing is needed, you will be charged for the additional staff.



What type of deposit is needed to hold our space?

- * In order to secure your event space, 25% of the estimated balance and a signed contract is required. The first deposit is non-refundable. A second deposit of 25% of the estimated charges is due 30 days prior to your event. The full remaining estimated balance is due 7 business days prior to your event. Any overages will be charged to the credit card on file after the event.



Do I have to be a member to host an event at the Museum?

- * You are not required to be a member to host an event at the Museum.



What restrictions are there on décor items?

- * Candles, balloons, laser lights, pyrotechnics, fog machines, haze, glitter, confetti and sparklers cannot be used within the confines of the Fort Worth Museum of Science and History. All decorations and entertainment must have prior approval from your Special Events manager.



What are the parking arrangements?

- * Self-parking is available in the lots and garage adjacent to the Museum for a fee. You may arrange to host parking or guests may pay on their own. Valet parking is available for events after Museum hours and is arranged through the Special Events department. All parking is City owned and operated.



Is exhibit access included with the room rental?

- * Exhibits are available for private rental, but require an additional rental fee. Pricing varies for each exhibit.



Are we allowed to use an outside caterer?

- * Sodexo Leisure Services is the exclusive caterer for the Fort Worth Museum of Science and History. A minimum food and beverage purchase is required for catering events; the minimum is based on the day and date of your event, the number of attendees and the services required.

Sodexo Leisure Services offers a selection of premium alcoholic and non-alcoholic beverages. Due to Texas Alcohol and Beverage Commission guidelines, no alcohol may be purchased from or donated by a third party.



Have another question about hosting an event at the Museum?

- * **FOR FURTHER INFORMATION REGARDING PRICING AND PROCEDURES OR GENERAL QUESTIONS, PLEASE CONTACT THE SPECIAL EVENTS DEPARTMENT AT [817-255-9553](tel:817-255-9553).**

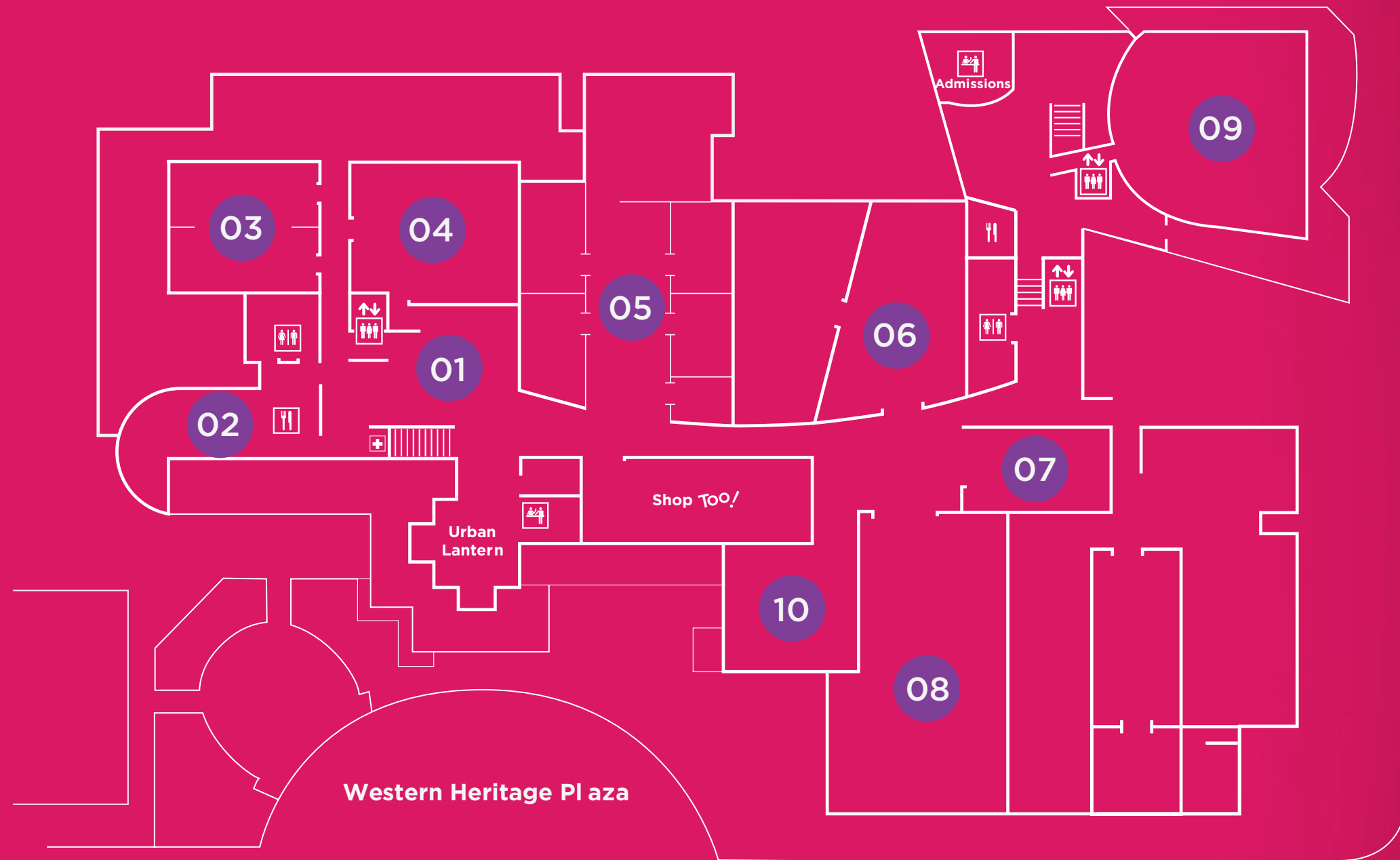


FLOOR PLANS

FIRST FLOOR

FEATURES

- 01 | ATRIUM
- 02 | STARS CAFE
- 03 | OAK ROOM
- 04 | HERITAGE COURTYARD
- 05 | INNOVATION GALLERY & INNOVATION STUDIOS
- 06 | FORT WORTH CHILDREN'S MUSEUM
- 07 | DINOLABS
- 08 | ENERGY BLAST
- 09 | OMNI IMAX DOME THEATER
- 10 | DINODIG®



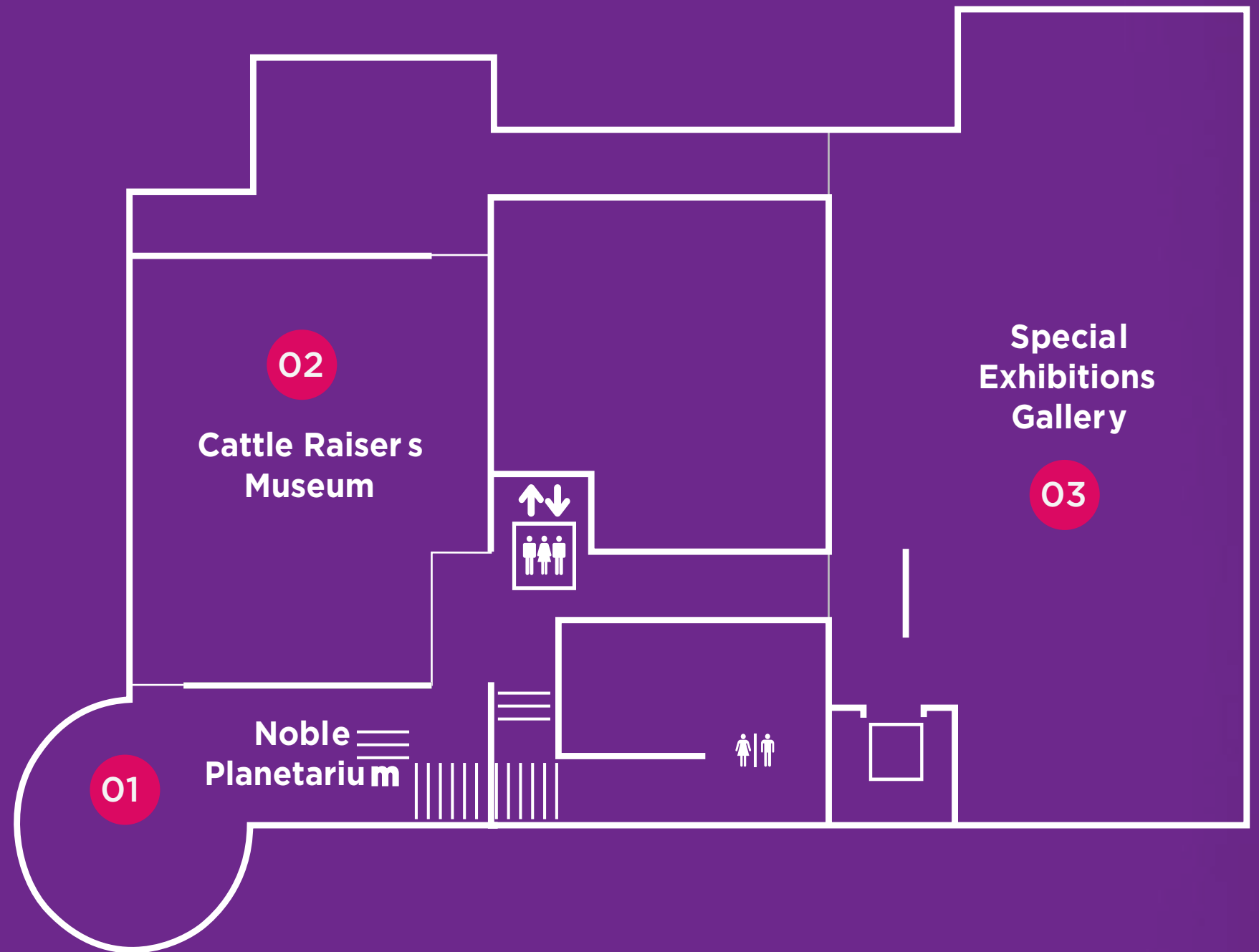
**SECOND
FLOOR**

FEATURES

01 | NOBLE PLANETARIUM

02 | CATTLE RAISERS MUSEUM

03 | SPECIAL EXHIBITIONS GALLERY



EVENT SPACES



ATRIUM



ATRIUM

CAPACITY

SEATED 250 | RECEPTION 350

Featuring barrel-vaulted ceilings, a grand staircase and expansive glass that opens onto the inner Heritage Courtyard, this space sets the stage for any special event.



OAK ROOM

CAPACITY

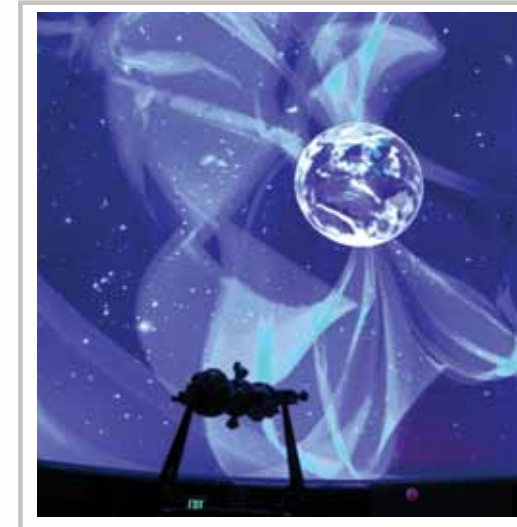
SEATED 250 | RECEPTION 350

With full audio visual and sound capabilities, this versatile space is perfect for any event, from daytime meetings to elegant dinners.





NOBLE
PLANETARIUM



CAPACITY

SEATED 60 | RECEPTION 100 | PRESENTATION 80

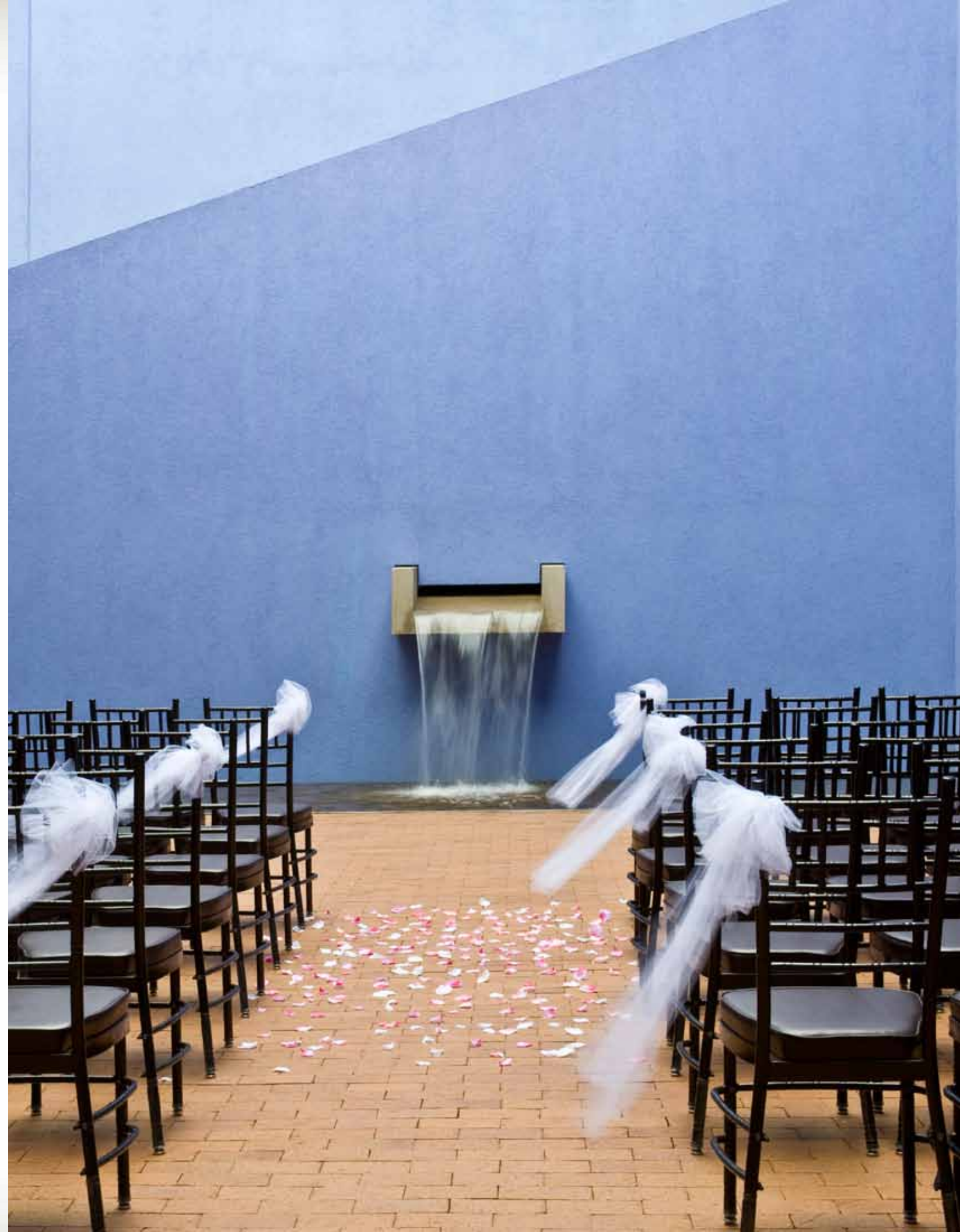
Featuring a rare opportunity to have dinner under the stars, this unique space allows for seated dinners, receptions and private planetarium viewings.

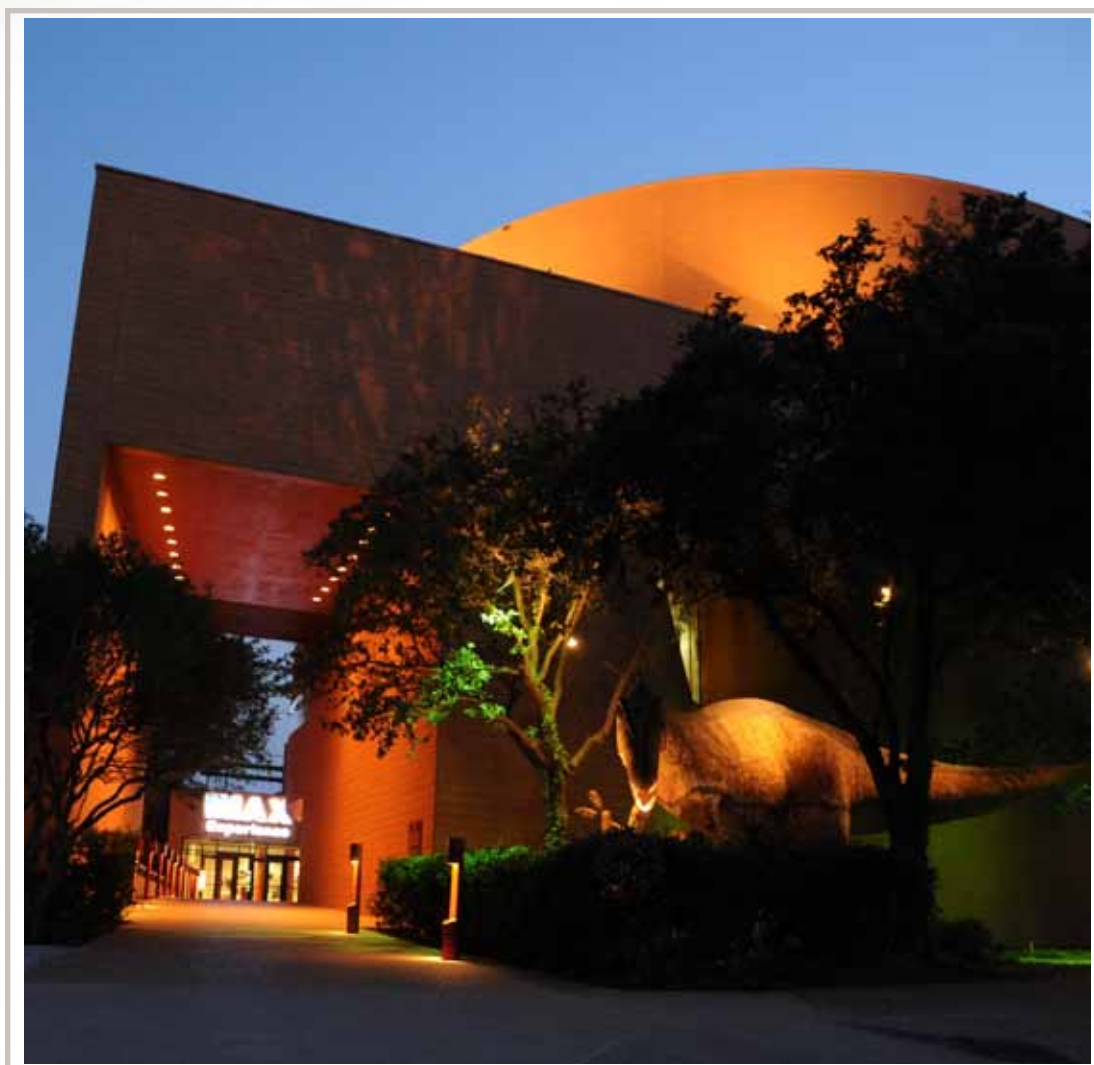
HERITAGE COURTYARD

CAPACITY

RECEPTION 175

A beautiful outdoor space featuring a signature Legorreta +Legorreta fountain and a historic Heritage Oak tree at its center.





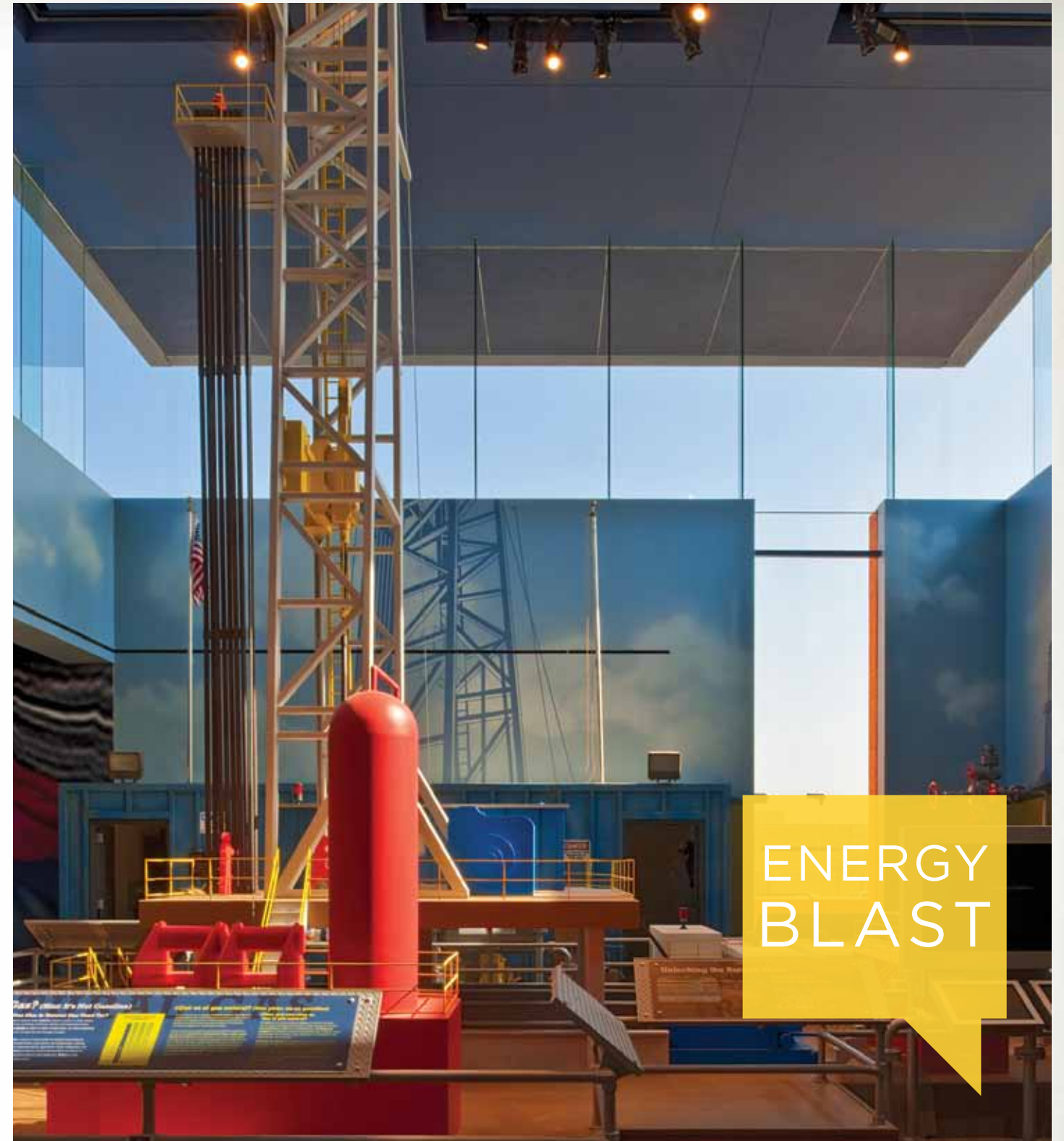
OMNI
IMAX
DOME THEATER

CAPACITY
SEATED 370

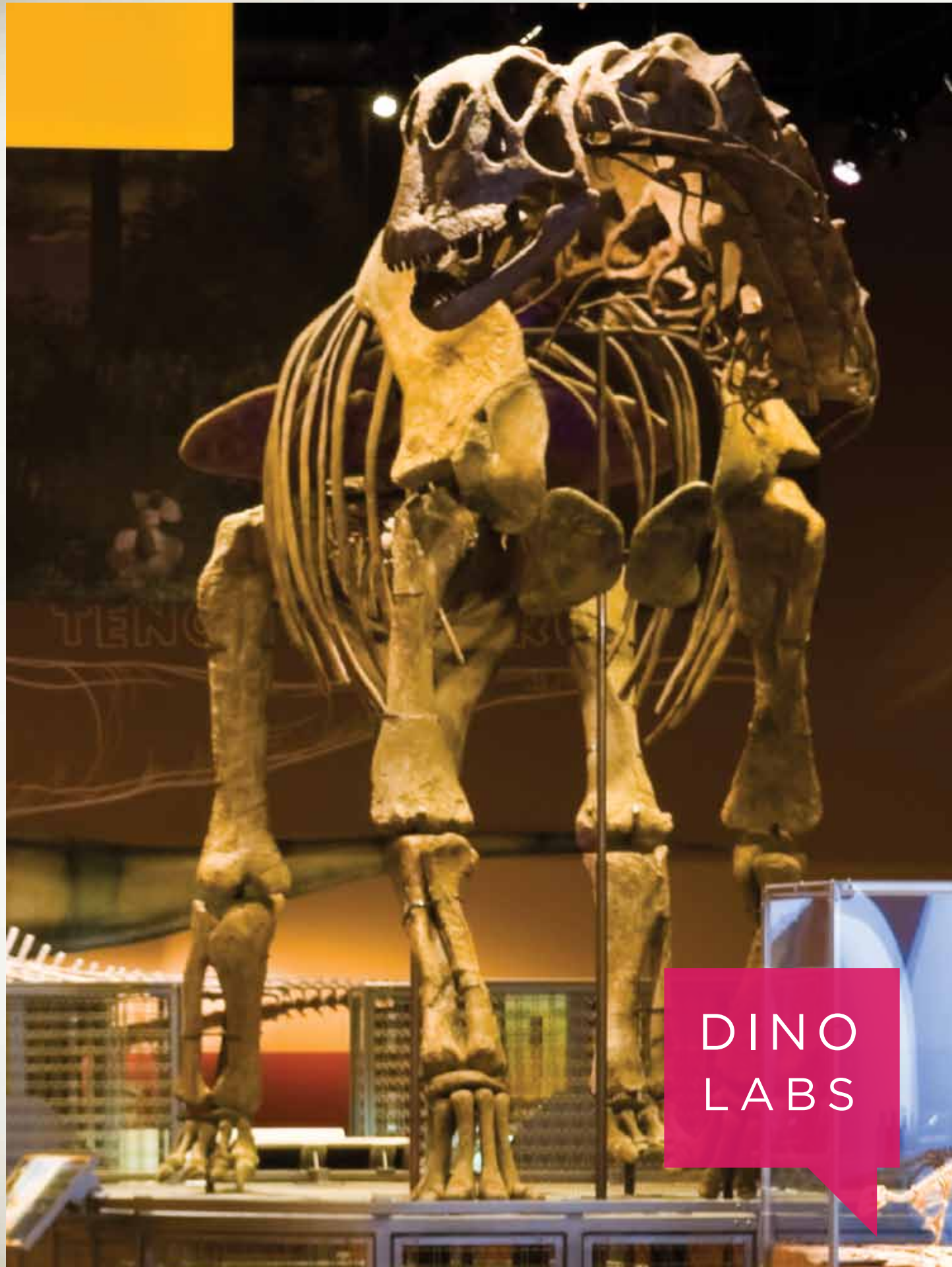
The largest giant-screen theater in the Southwest, the Omni theater features an eight-story domed screen, 30-degree stadium seating and unequalled sound. Available for private film viewings or business events.



EXHIBITS & COLLECTIONS



- * THE MUSEUM IS HOME TO AN IMPRESSIVE COLLECTION OF PROGRAMS AND EXHIBITS CREATED BY THE INDUSTRY'S LEADING EXHIBIT DESIGNERS.



Permanent Exhibit

DINOLABS & DINODIG[®]

DinoLabs and DinoDig[®] bring the fascinating story of North Texas dinosaurs to life with full articulations of dinosaur skeletons and a dig site replicating a local paleontological field site. Who knew you could find dinosaurs in your own backyard?

Permanent Exhibit

CATTLE RAISERS MUSEUM

A “museum within a museum,” The Cattle Raisers Museum is a 10,000-square-foot exhibition dedicated to preserving and celebrating the vital history of the cattle industry.

Visitors begin by tracing the origins and development of ranching as both an industry and cultural phenomenon in the 1850s and embark on a journey through the cattle industry and into the future of the business. The interactive gallery tells the story of the challenges and accomplishments of Texas and Southwestern cattle raisers over the past 150 years.



Permanent Exhibit

FORT WORTH CHILDREN'S MUSEUM

The Children's Museum gallery targets the Museum's youngest guests – age birth to 8 – and those who care for them. The purpose is to encourage opportunities for children to play, knowing that at this age level, children are learning through play. “Play is their work, and our goal is to provide developmentally appropriate opportunities for all children,” said Museum Senior Vice President, Education Kit Goolsby. “To that end, this gallery has both an indoor and an outdoor experience.”

This space is the perfect addition for events looking to entertain the entire family.





Permanent Exhibit

ENERGY BLAST

Through interactive exhibits, multimedia, dioramas, and learning stations, Energy Blast immerses you into the world of regional energy and alternative energy resources.

Energy Blast tells the dynamic story of energy resources in North Texas through a unique combination of science and history, bringing physics, technology, and innovative thinking to life as you are asked to explore geophysical formations, calculate drilling depths and directions, and to experiment with new resources

* Special Exhibits

THE MUSEUM HOSTS A WIDE VARIETY OF TEMPORARY EXHIBITS. CHECK WITH YOUR EVENT SPECIALIST FOR THE EXHIBITS BEING FEATURED DURING YOUR SPECIAL EVENT.



SUSTAINABILITY
COMMITMENT
OUR COMMITMENT
TO A BETTER
TOMORROW



WE ARE PROUD TO BE A LEADING COMPANY WORKING TOWARD SUSTAINABILITY IN ALL THAT WE SERVE.

Our company has been recognized for our commitment to sustainability by numerous external organizations, including recognition by the Dow Jones Sustainability Index as the global leader in sustainability for the hospitality sector.

To build on our foundation as a responsible business, we launched the Better Tomorrow Plan, our global promise for sustainability. The Better Tomorrow Plan details 14 commitments we are making to:

Protect and restore our environment
Support local community development
Promote health and wellness

The Better Tomorrow Plan provides a ten-year vision to focus our efforts, including developing measurable targets and publicly reporting on our sustainability progress. We already have many of the practical solutions in place throughout our company to achieve our ambition. But our ambition for change and a sustainable future extends beyond what we know today. We are working together with employees, clients, and external sustainability experts to create the additional solutions we need to realize our vision for tomorrow.

THANK
YOU



FORT WORTH MUSEUM
SCIENCE AND HISTORY