

RENTAL PACKAGES & RATES - WALTERS CULTURAL ARTS CENTER

527 E Main St, Hillsboro OR 97123 | 503.615.3485 | 503.615.3484 (fax) | Hillsboro-Oregon.gov/WaltersRentals

WEDDINGS & SPECIAL EVENTS AT THE WALTERS

Let the timeless beauty of the Walters Cultural Arts Center infuse your special gathering with the spirit of creativity and culture. With its classic red-stone architecture, stained glass features, custom woodwork ceiling arches, concert-quality sound system, and fine art gallery, the Walters is one of the west side's most treasured sites for weddings, parties and other special events. The theatre, gallery, classrooms and outdoor locations provide a variety of amenable and affordable options, whether you have 20 or 200 guests.

Weddings/Special Events in the Walters Theatre: *6 hour rental minimum*

Our Theatre Event Package is suited for groups of up to 200 guests and includes 6 hours of rental time and use of the Walters Theatre, Kitchen, Lobby and Outdoor Terraces.

Other amenities include:

- Tables & Seating for up to 200 guests. **Note:** Guest capacity will depend on the style of set-up that you choose for your event. We can accommodate both wedding ceremonies & receptions in the Walters Theatre
- Basic Audiovisual Package: 2 handheld/wireless microphones, HD projector and screen for slideshows and videos, a podium with attached microphone, and audio support for recorded music and video. **Note:** Renter must provide own laptop for presentations and slideshows
- VIP Room with private bathroom for wedding party, performers or presenters
- Lobby space adequate for food, beverage, gift and check-in tables.
- Complimentary consultation with our AV Technician about your event's audiovisual needs
- 1 hour complimentary walk-through for wedding/event rehearsals. **Note:** Date/time subject to availability
- Facility Supervision during your event, including support for basic lighting, sound and set-up. **Note:** Does not include cleaning services (see our rental guidelines for more details)
- Use caterer of your choice
- Private weddings & special events on weekend dates

Additional time and space rental will incur additional rental fees.

Theatre Event Package: Standard Rate - \$2,260 Hillsboro Resident - \$1,960 Non-Profit - \$1,810*	
Additional Rental Time: <i>Package rate discount included.</i> Additional time may only be added by the hour.	Standard Rate - \$263 per hour Resident Rate - \$233 per hour Non-Profit Rate - \$210 per hour
Additional Rental Spaces: <i>Flat rates per booking</i>	East Lawn - \$250 Gallery - \$300 Classroom(s) - \$150 per room
Specialty AV: <i>Flat rates per booking</i>	Live Music, Dance or Theatre Performance - \$300 Outdoor Presentations, Ceremonies or Performance - \$300 Piano - \$100

*Note: Wedding ceremonies and receptions are not eligible for the Non-Profit rate.

Additional Fees:	
Reservation Fee: <i>Required. Non-refundable, but applied toward total rental fees.</i>	10% of total rental fees. Due at time of booking.
Damage Deposit: <i>Required. Refundable after event.</i>	\$250 Due 30 days out from rental date.
Transfer Fee: <i>Required to move event date after booking</i>	\$50

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WEDDINGS & SPECIAL EVENTS *continued*

Weddings/Special Events in the Walters Gallery:

4 hour rental minimum

Our Gallery Event Package is suited for groups of up to 50 people and includes 4 hours of rental time and use of the Walters Gallery and Kitchen.

Other amenities include:

- Tables & Seating for up to 50 guests. **Note:** Guest capacity will depend on the style of set-up that the renter chooses for this event. Our Rental Coordinator can help you determine the best set-up for your guests
- Basic Audiovisual Package: 1 handheld/wireless microphone, projector and screen for slideshows and videos, and audio support for recorded music and video. **Note:** Renter must provide own laptop for presentations and slideshows.
- Access to private restrooms for wedding party, performers or presenters
- Complimentary consultation with our AV Technician about your event's audiovisual needs.
- 1 hour complimentary walk-through for wedding/event rehearsals. **Note:** Date/time subject to availability
- Facility Supervision during your event, including support for basic sound and set-up. **Note:** Does not include cleaning services (see our rental guidelines for more details).
- Use caterer of your choice
- Private parties & special events on weekend dates

Additional time and space rental will incur additional rental fees.

Gallery Event Package:	Standard Rate - \$680	Hillsboro Resident - \$640	Non-Profit - \$600*
Additional Rental Time: <i>Additional time may only be added by the hour.</i>	Standard Rate - \$170 per hour Resident Rate - \$160 per hour Non-profit Rate - \$150 per hour		
Additional Rental Spaces: <i>Flat rates per booking</i>	Classroom(s) - \$100 per room		
Specialty AV: <i>Flat rate per booking</i>	Live Music Performance - \$220		

***Note:** Wedding ceremonies and receptions are not eligible for the Non-Profit rate.

Additional Fees:	
Reservation Fee: <i>Required. Non-refundable, but applied toward total rental fees.</i>	10% of total rental fees. Due at time of booking.
Damage Deposit: <i>Required. Refundable after event.</i>	\$250 Due 30 days out from rental date.
Transfer Fee: <i>Required to move event date after booking</i>	\$50

MEMORIAL SERVICES

The Walters Cultural Arts Center is a beautiful location to host a memorial service. Memorials are often unexpected, so we will work with you to quickly and efficiently make arrangements during this difficult time. Please contact our Rental Coordinator at 503-615-3485 for information about accommodations and rates.