



Marblehead Arts Association

Rental Fee Schedule

<u>Venue</u>	<u>Capacity</u>	<u>Rate</u>
Entire Mansion	100 (125 with garden)	\$2100
Ballroom	50	\$ 950
2 nd Floor (2 rooms)	15 in each room	\$175/room
1 st Floor (3 rooms)	60 (20 in each room)	\$600 (\$200/room)
Tavern Rooms	50	\$700
Tavern & Garden	70	\$850

A Facilities Manager designated by the MAA is required to be there starting one hour prior to and during the full rental time. This is a separate fee of \$20 per hour. Depending on the timing of the event and the individual needs of vendors, additional time may be required. Please consult with the Rental Manager.

The pricing schedule is based on a four-hour event and includes final cleanup and lockup. Pricing for events that are of less duration can be discussed. Rentals that go beyond the four-hour time period will be charged an additional \$100 per hour, not including the additional Facilities Manager fee of \$20 per hour.

Several combinations of rooms can be rented to accommodate your guests and style of event. We encourage you to visit the King Hooper Mansion and tour with one of our volunteers or staff to get a better feel for the accommodations. Our Rental Manager, Betsy Hoffman Hundahl will be happy to make arrangements for you. She can be reached at 781.631.2608 or bhundahl@marbleheadarts.org.

Members: MAA members receive a 10% discount on all rentals. Join today if you're not already a member!

Payment and Contract: To hold a rental date, Renter must complete the King Hooper Mansion rental contract and make a non-refundable deposit of \$100 which is then applied to your rental balance. The remainder of the rental fee is due 30 days prior to your event date. In the event of a cancellation, payment will be refunded up to 14 business days prior to the scheduled event (less the \$100 deposit.) A damage deposit of \$200 is required in the form of a separate check. This check should accompany the rental balance check and is returned within 30 days after the event, provided there are no damages or extra time coverages.

8 Hooper Street, Marblehead, MA 01945

P: 781-631-2608

bhundahl@marbleheadarts.org

Hours: Sunday, Tuesday–Friday, 12–5 pm, Saturday's 10-5 pm
Closed on Monday