

OREGON HISTORICAL SOCIETY VENUE RENTAL

James F. Miller Pavilion



ANDIE
PETKUS
PHOTO
GRAPHY

\$1,600*

Sunday — Thursday

\$2,000*

Friday — Saturday

Rental Includes:

- › Stacking chairs (100)
- › 30" round tables (10)
- › 48" round tables (6)
- › 60" round tables (10)
- › 6' banquet tables (8)
- › 8' banquet tables (8)
- › Risers
- › Podium
- › Wireless microphone
- › SiriusXM Radio

The Miller Pavilion at the Oregon Historical Society is the perfect setting for after-hours networking events, client appreciation events, and lectures. The space features floor-to-ceiling windows on two sides, with beautiful views of the South Park Blocks, the bell tower of the First Congregational Church, and the iconic Hass mural on the Sovereign Apartments. Add the Park Plaza or featured exhibits to your rental to make the evening truly special!

Hours: 6pm — 10pm
Dimensions: 30' x 74'
Area: Over 2,200 sqft

Reception Capacity: 250
Banquet Capacity: 96
Theater Capacity: 140

Catering provided by:

Artemis Foods
Devil's Food Catering
Elephant's Catering
Mezzaluna Fine Catering
Miss'Ipi Chef
Food In Bloom
Vibrant Table

Inquire today!

www.ohs.org/venue rental

OREGON HISTORICAL SOCIETY VENUE RENTAL

Jin & Julieann Park Plaza

The Park Plaza is a beautiful space for summertime receptions and dinners. Surrounded by trees, and with views of the bell tower, the Plaza is refreshing oasis in the heart of downtown Portland. At night, uplights create a stunning backdrop with the Hass mural.

\$1,200*
Sunday — Thursday

\$1,500*
Friday — Saturday

Hours: 8am — 10pm
Dimensions: 50' x 46'
Area: over 2,300 sqft

Reception Capacity: 250
Banquet Capacity: 128
Theater Capacity: 200



Rental Packages



Pair your Miller Pavilion rental with the Plaza or any of our exhibits!

Package	Sun - Thu	Fri - Sat
Pavilion + Plaza	\$2,100	\$2,500
Pavilion + Exhibit	\$2,100	\$2,500
Pavilion + Plaza + Exhibit	\$2,600	\$3,000
Pavilion + Entire Museum	\$3,600	\$4,000
Pavilion + Plaza + Entire Museum	\$4,100	\$4,500

**Pricing based on events lasting up to four hours. Extended access times, large groups (>150), or AV equipment may incur additional fees.*

Frequently Asked Questions

Do I have to use one of your preferred caterers?

Yes, we do require that you use a caterer from our Preferred Caterer list.

Can I just have the food dropped off?

No - We require that at least one catering staff person is present throughout your event.

Is there a catering minimum?

Catering minimums are set by each individual caterer. They will let you know if you are below their minimum.

Can I serve alcohol at the event?

You may provide alcohol, but it must be served by the caterer, and bar service must end 30 minutes prior to the scheduled end of the event. Also, we require that you show proof of Host Liquor Liability Insurance at event where there is alcohol present. If you (the client) are selling alcoholic drinks or receiving money and providing alcoholic drinks, you will need to obtain for a Temporary Sales License through the OLCC.

Do you require insurance?

Yes, we require you to have insurance for all after-hours events, with OHS listed as additional insured. Please see our insurance requirements document.

How do I get insurance?

For businesses, this is usually as simple as asking your insurance provider for a Certificate of Insurance (COI) naming the Oregon Historical Society as additionally insured. If this is for a social event, you'll need to purchase an Event (or Wedding) Insurance policy.

How much time do I get to setup?

Access for clients and vendors is given as early as 4:00pm, or two hours prior to your event time (whichever is later). Some exceptions are made for large installations, like tents, stages, and dance floors, provided they do not diminish the experience of our visitors. The museum is open until 5:00pm everyday, so some areas must remain clear until we close.

Do you offer discounts for non-profits?

We have a 10% discount for non-profits.

Do you offer discount for members?

We offer venue rental discounts to members of our 1898 Society and Corporate Heritage Circle. Discounts are given on a sliding scale, depending on the level of membership.

Do you allow food and beverages in the exhibits?

No. Food and beverage are not allowed in the exhibits. When exhibits are open, we place "Save My Drink" station outside of the exhibit entrance so folks can save and return to their drink after visiting the exhibits.

What is the parking situation?

OHS does not offer parking for rental events. Most of the street parking nearby is 3-hour metered spots, and there are several parking garages around for people to use. There are also several public transit stops within walking distance.

Catered Events



OHS requires that any catering for after-hours events be handled by a caterer from the our Preferred Caterer List.

Why We Require Preferred Caterers

As a museum that houses priceless artifacts, we are extremely concerned about the security of the property, the experience of our visitors, and the atmospheric environment of the building. Therefore, we partner with a short list of trusted companies to provide catering for after-hours events. All of these companies have gone through extensive training about the unique procedures and requirements that our museum demands, and carry sufficient insurance coverage protecting us should an accident happen. In addition to providing food and beverage, we count on our caterers to perform essential tasks that often go unnoticed, like handling leftover food and dishes, disposing of trash and recycling, and arranging for rentals. **We thank you for valuing our concerns by selecting a Preferred Caterer.**

Catering Contracts

Clients contract directly with the caterers for food and beverage service. We work with the caterers on the back end to ensure that we're on the same page about the floorplan, load in schedule, etc. Click a logo to the left to view their website and get started.

Minimums

Because we require a catering staff member to be onsite during evening events, most caterers will require a minimum order level. Minimums are different for every caterer.

Alcohol

While clients may *provide* alcohol for the event (with approval from the caterer), we require that catering staff be the only ones *serving* alcohol and that "last call" occurs 30 minutes prior to the scheduled end of the event. If alcohol is served at your event, you must carry Host Liquor Liability as part of their Special Event Insurance.