

Plan your Event or Meeting at Cascadia Art Museum

About

Cascadia Art Museum provides a special and sophisticated setting for your private event, party, business meeting or class.

The architecture and design of the museum, in itself a work of art, make for a beautiful backdrop to any special occasion. While being a part of the event that *you* have planned (invited guests, chosen entertainment, planned presentation, food, etc.), your guests will enjoy the unique opportunity to experience and appreciate fine works of Northwest Art.



Location

Cascadia Art Museum is located just blocks away from the beach waterfront near the heart of beautiful, quaint, downtown Edmonds, a 30-minute drive from downtown Seattle. The museum offers plenty of free parking for those who arrive by car, and is only steps away from the Edmonds Ferry Terminal and the Sounder/Amtrak train station for those coming by boat or train. Directly adjacent to the museum are restaurants and watering holes. The museum's beautiful and convenient location will ensure that your event is memorable and easily accessible.

Museum Rental Information

Central Gallery and Full Museum

The Central Gallery is the museum's largest space (70' x 18'). It can accommodate 175 guests for a cocktail reception, 60 people for a seated meal, and 100 for seated programs such as lecture or talk. The gallery has beautiful Douglas fir floors and high ceilings with exposed mid-century modern construction. With rental of the Central Gallery all of the side galleries are included. Food and beverages are not allowed in the side galleries, but guests are welcome and encouraged to explore the entire museum space. The Central Gallery is directly adjacent to the Multipurpose Room which is also included in the rental and can be used for food or drink tables, prep area, additional meeting space, etc.

Rental includes

Use of a small kitchen just off of the Multipurpose Room; Private access for guests to all of the galleries; A museum staff-person to be on-hand for the duration of your event; and, necessary volunteer room attendants.

Availability

Regular museum hours are Wednesday-Sunday 11AM to 6PM. During these hours the museum is open to the public and cannot be closed for private events. The museum may be rented before or after regular museum hours. We prefer all Wednesday through Sunday evening private events scheduled in the Central Gallery have a 6:30PM start time or later. The museum is available for rent on Mondays and Tuesdays with no start time restrictions.

Edmonds' newest, and most unique event space.

Multipurpose Room only

The Multipurpose Room can be rented separately as a meeting room or classroom space. It can accommodate 30 people seated at tables, 50 people seated lecture style, or more for a stand-up social event. Doors separate the Multipurpose Room from the rest of the museum and the room can be accessed without needing to go through the museum. The Multipurpose Room is directly adjacent to a small kitchen allowing for easy access in preparing and serving food and drinks. Tables and chairs can be configured in this room classroom-style, lecture-style, or banquet. Multipurpose Room – 494 square feet. 24'3" x 20'3"

Rental includes

Use of the kitchen; room set-up per your specifications; A museum staff-person to be on-hand for the duration of your event; and, necessary volunteer museum attendants. Rental of the Multipurpose Room alone does not include museum access for guests.

Availability

The Multipurpose Room is available for rental before, during and after regular museum hours Wednesday - Sunday, 11AM to 6PM, as well as on Mondays and Tuesdays.



Amenities included or available on request

Small kitchen: refrigerator, sink,
dishwasher, prep/counter space
Coffee pot, electric hot water kettle
50 black folding chairs
8 plastic top folding tables
Projector
Wi-fi
Wireless Light Switches
Baby grand piano

Rental Fees

Central Gallery and Full Museum

\$1200 flat fee for any evening use of the museum, up to 4 hours

Multipurpose Room

\$60/hour for scheduled event duration

A world class event & meeting space. World class art.

Details

Minimum payment of 50% non-refundable deposit due at time of invoice

Payment in full due 10 days prior to the event/meeting

If an event goes longer than scheduled an additional fee may be assessed

Fully catered meals should plan on 1-1/2 hour for set-up and 1 hour for clean-up

If you will be serving alcohol, you must obtain a banquet permit

Table linens are not included nor are they available through the museum

Cascadia Art Museum is a fine art museum with irreplaceable works of art on display. In order to maintain the safety and security of the art at all times, we respectfully request that you abide by the following house rules when renting the space for your private event:

Food and drinks are not permitted in the side galleries

Flame candles and Sterno/chafing dish fuel canisters are not allowed

Live flower arrangements are not allowed (includes use of bark, driftwood, seed pods, fruit, potted plants)

Dancing is not allowed

Wearing costumes is not permitted

For groups over 50, plated meals only (hand held appetizers ok)

Buffets must be set up/set out in the Multipurpose Room

Music must be kept at reasonable volume

Children must be supervised (within an arm's length) at all times

Except for service animals, animals are not allowed in the museum

Guests may not enter the museum with large bags, cases, backpacks, etc.

Flash photography, tripods, video cameras are not permitted – this includes professional or hired photographers (hand-held, still photography without a flash is permitted)

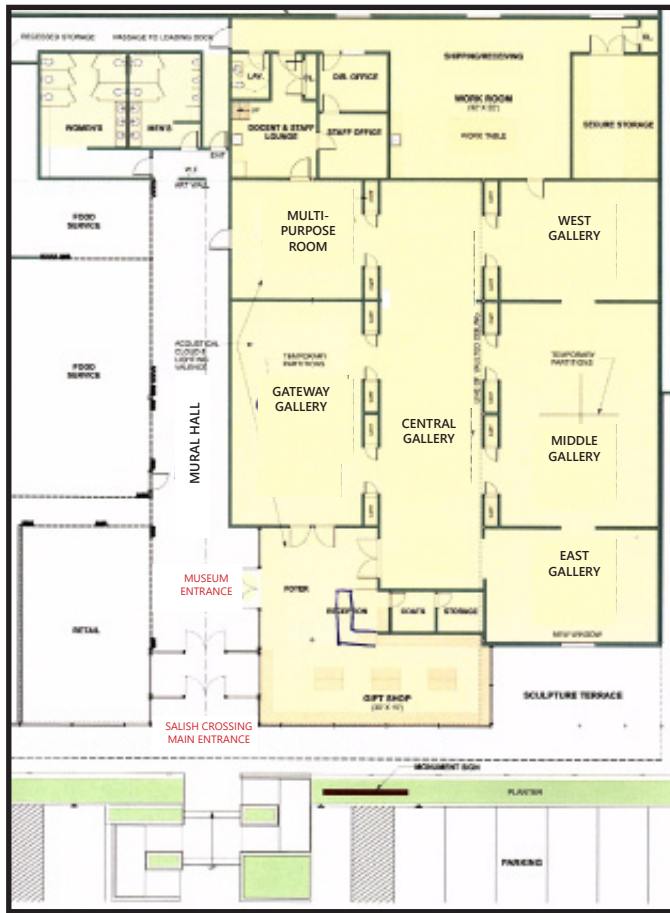
Please consider these rules when selecting Cascadia as your next event venue. It is the responsibility of the renter to communicate these guidelines to your guests, volunteers, caterer, musician, photographer or any hired contractor who will be attending your event at Cascadia At Museum



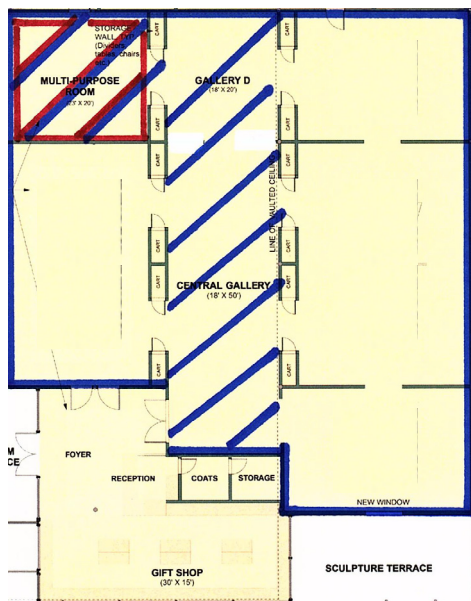
How to schedule a reservation

Thank you for your interest in scheduling an event or meeting at Cascadia Art Museum. To make a rental reservation please call (425)336-4809 or email Tara at admin@cascadiaartmuseum.org with the following information: Name, email and phone number, Group/ Company/ Organization, Name of event and description, Date or choice of dates requested, Event start time, Event end time and any special details.

Cascadia Art Museum Floor Plan



Complete museum floor plan



Museum floor plan detailing the space available for use as a private rental (outlined in blue). Areas detailed by blue slash lines indicate where food and beverages are permitted within the museum. Area outlined and detailed in red indicates the Multipurpose Room.