



WEST CONFERENCE ROOM

Portland Art Museum, Mark Building
1119 SW Park Avenue, Portland, OR 97205

The Museum Facility Charge includes:

Access to Facilities* *Contact Artful Venues Sales Team or refer to contract for access hours and details*

Custodial General custodial staff and cleaning of the contracted area

Fire Permit Up to \$150 of Portland Fire and Rescue fee coverage**

Internet Open network Wi-Fi is included for approximately 25 users

Power One (1) 120v, 20 amp circuit

Security Basic Museum security staffing***

Furniture Set-up and striking of customized floorplans (within fire code restrictions)

- **(25) conference chairs**
- **(6) conference tables**
- **(1) coat rack**

Possible Additional Fees *Contact Artful Venues Sales Team or refer to contract for details*

*Occupancy by client or contracted vendors prior to or later than contracted access will incur a \$500/hour additional charge. Deliveries, load-in, set-up, strike and load-out must occur within access contracted times.

**Portland Fire and Rescue permit fees range from \$150-300. Payment for any cost above \$150 will be the responsibility of the client.

***Depending on the nature of the event, additional security costs may be incurred. Artful Venues Sales Team will be able to assist you in identifying areas that have potential cost implications.

Additional Services Available *Contact Artful Venues Sales Team for details or a customized quote*

Upgraded Internet | Advanced AV | Additional Power Supply | Décor Lighting | Furniture Rental | Coat Check



Visit the Artful Venues website for more images and 360° tours
events.portlandartmuseum.org | pam.to/truetour