



Kivus & Camera



Weddings

Facility Rental Information



Kivus & Camera



Jagg Photography



Carolina MediaStar

Marbles Kids Museum & IMAX Theatre

201 East Hargett Street | Raleigh, NC 27601
919.857.1042 | rental@marbleskidsmuseum.org
www.MarblesKidsMuseum.org/FacilityRentals

Room Capacities

Playful and fun. Unique and sophisticated. Marbles Kids Museum and IMAX Theatre offers a one-of-a-kind space for an unforgettable wedding. Located in the heart of downtown Raleigh, our stunning architecture provides the perfect backdrop for your rehearsal dinner, ceremony and reception. Marbles has the whimsy and magic you're looking for on the most special day of your life.

- Available seven days a week
- Almost 40,000 square feet of event and exhibit space
- Event managers and technical support team
- Chairs and tables included in the rental fee
- Well-equipped catering kitchens
- In-house sound systems
- Campus-wide wireless Internet access
- IMAX Theatre available for presentations and movies
- Audio-visual equipment available
- Onsite security



Room Capacities

Event Space	Seated Reception	Standing Reception	Seated Ceremony
Curiosity Square	250	500	160
Zanzibar A	120	180	200
Zanzibar B	60	80	100
Zanzibar AB	180	260	300
Venture Hall	250	300	300
North Courtyard	60	120	150
Calypso	80	80	100
Entire Museum	500	1,200	N/A

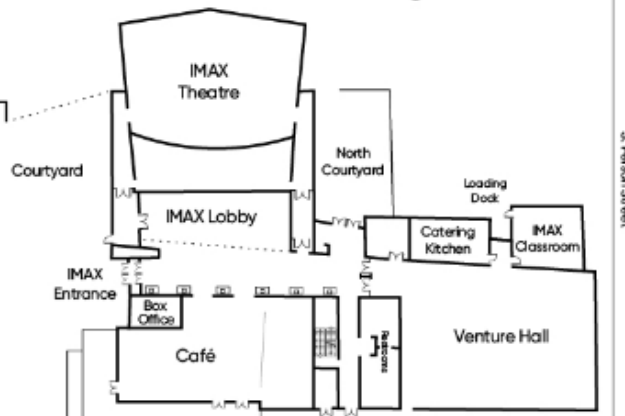
*Capacities may vary in abundance to any acting limitations or executive orders that may be in place at time of event

Facility Plan

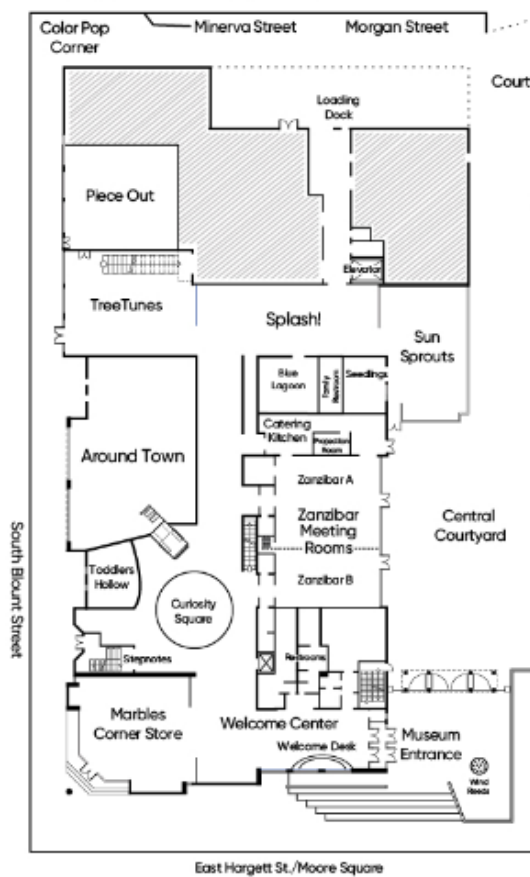
Site Map



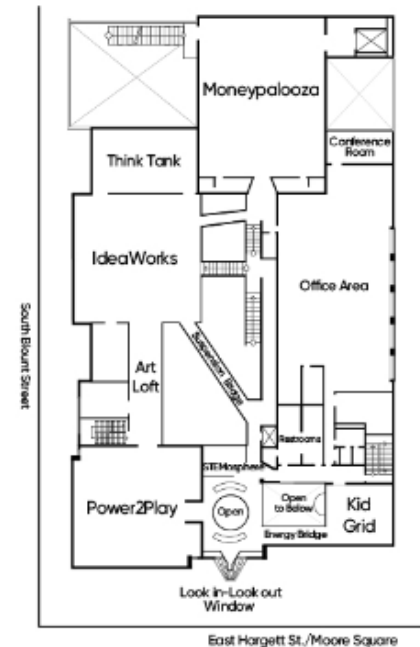
IMAX Theatre Building Floor Plan



Museum First Floor Plan



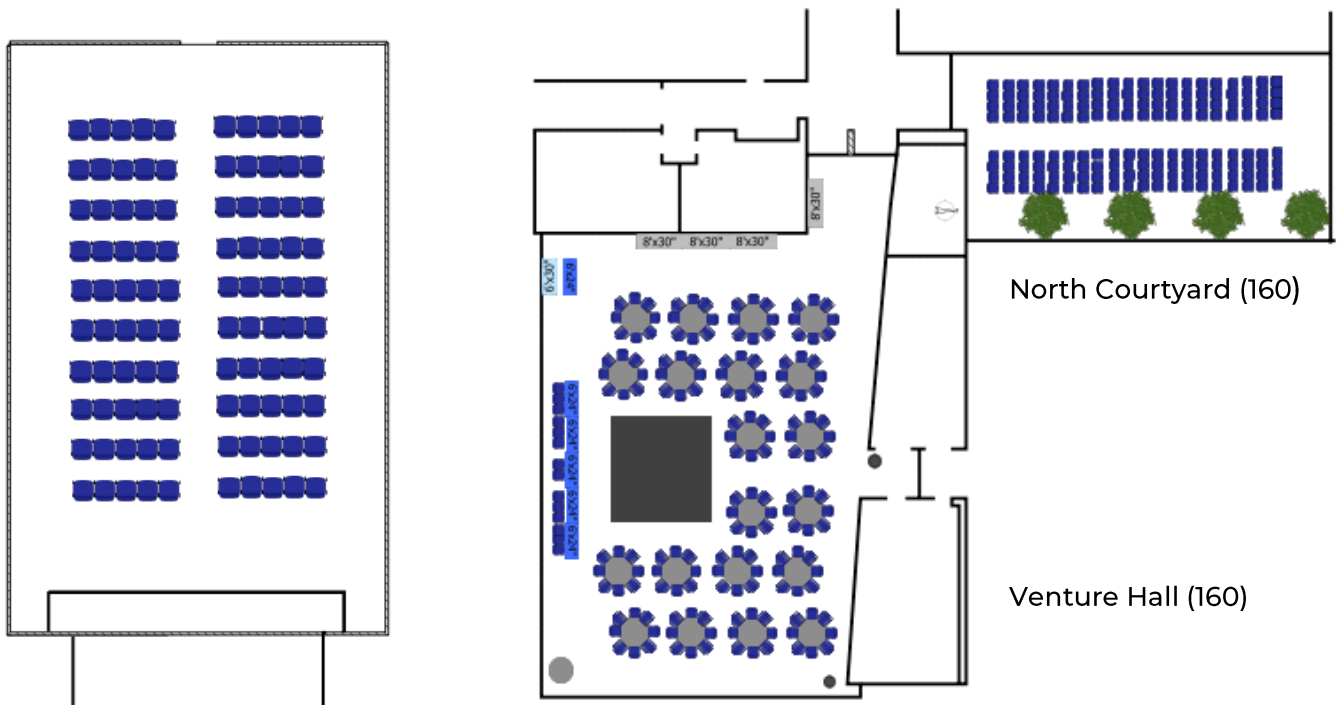
Museum Second Floor Plan



Layout Examples



Curiosity Square: Reception (200) + Zanzibar AB: Ceremony (200)



Calypso: Ceremony (100)

Facility Rental Fees

Basic Room Pricing:

Event Space	Daytime	Evening	Saturday Evening
Curiosity Square <i>(Includes Kids Way and Tree Tunes)</i>	N/A	\$2,000	\$2,500
Zanzibar A	\$700	\$1,000	\$1,500
Zanzibar B	N/A	\$1,000	\$1,200
Zanzibar AB	\$1,000	\$1,500	\$2,000
Venture Hall <i>(Includes North Courtyard)</i>	\$1,000	\$1,500	\$2,000
Calypso	\$600	\$1,000	\$1,200
Entire Museum	N/A	\$4,500	\$5,000

*Daytime Rentals: Occur between the hours of 7am-5pm (must include set up and breakdown)

*Evening Rentals: Occur between the hours of 5pm-12am (must include set up and breakdown)

*Events on holidays or holiday weekends are subject to price variation.

Ask about
up-lights &
other AV
upgrades!

General Pricing Includes:

- Tables and standard navy-blue cushioned chairs included
(Linens are not included but are available at an additional cost)
- Labor to set up and breakdown tables and chairs included
- One security guard
- Directional signage
- Wireless Internet, one microphone, podium and existing in-room screen included
(Additional audio-visual equipment and onsite technical support available at an additional cost.)
- On-site Event Host
- Well-equipped catering kitchens
- Daytime Rentals: Between the hours of 7am-5pm (including set up and clean up)
- Evening Rentals: Between the hours of 5pm-12am (including set up and clean up)



Wedding Packages

Marbleous Package:

- Reception Location: Curiosity Square
- Ceremony Location: Zanzibar AB
- Cocktail Hour: Lobby
- Outdoor Access: Tree Tunes
- White Floor Length Linens for all tables (Standard Polyester)
- White Resin Chairs for reception or ceremony for up to 100 guests (If needing more than 100, client is responsible for renting additional).
- 10 Up Lights that can program specific colors or rotate colors
- Includes all General Pricing options (see page 4)
- Accommodates up to 200 guests

Friday/Sunday \$5,000

Saturday \$6,000

Wedding Play Package:

- Reception Location: Curiosity Square
- Ceremony Location: Calypso
- Cocktail Hour: Lobby
- Outdoor Access: Tree Tunes
- Around Town exhibit play for your guests
- White Floor Length Linens for all tables (Standard Polyester)
- White Resin Chairs for reception or ceremony for up to 100 guests
- 14 Up Lights that can program specific colors or rotate colors
- Includes all General Pricing options (see page 4)
- Accommodates up to 100 guests

Friday/Sunday \$4,500

Saturday \$5,500

Venture Together Package

- Reception Location: Venture Hall
- Ceremony Location/Outdoor Access: North Courtyard
- White Floor Length Linens for all tables (Standard Polyester)
- Navy Blue Standard Chairs
- 8 Up Lights that can program specific colors or rotate colors
- Includes all General Pricing options (see page 4)
- Accommodates up to 160 guests

Friday/Sunday \$2,500

Saturday \$3,000

These are our standard wedding packages at Marbles. Clients can select the following packages or choose a la carte.



Approved Caterers

Caffé Luna

919.832.6090 | www.cafeluna.com

Italian cuisine with a Tuscan flair, Caffé Luna offers generous portions of fine Italian food served at reasonable prices.

Catering by Cake Couture

919.633.7888 | www.cakecouturenc.com

Cake Couture Boutique adds a unique and customized spin on the traditional Wedding Cake. They also offer a wide variety of sweet treats, gourmet candy bars as well as full range catering.

Catering by Design

919.481.2366 | www.catering-by-design.com

Full-service catering team offering fresh foods in a creative style to suit your individual taste and budget.

Catering Works

919.828.5932 | www.cateringworks.com

Locally owned; award winning caterer, offering a wide variety of delicious cuisine presented with artistic vision.

39 West

919.533.0145 | www.39westcatering.com

Creative menus, impeccable attention to detail and flexibility to work within your budget. We provide freshly prepared, quality food that tastes delicious.

Chapel Hill Restaurant Group

919.323-2748 | www.chrgcatering.com

From Contemporary Mexican, Italian, Southern and American cuisines.

Empire Eats Catering

919.582.9470 | www.empireeats.com

Offers cuisine from all your favorite restaurants such as The Pit, Gravy, Sitti, Raleigh Times and Morning Times.

Indulge Catering

919.973.3069 | www.indulge-catering.com

Offers full-service Event Catering both Corporate and Wedding services. When your event calls for superior cuisine and amazing service allow us to provide you with our signature "White Glove" service also known as the Indulgent Experience.

Donovan's Dish

919. 651.8309x2 | hello@donovansdish.com

Variety of delicious menu options prepared from the freshest local ingredients, served with a flair that will delight you and your guests!

Mitchell's Catering & Events

919.847.0135 | www.mitchellscatering.com

Fantastic cuisine and unique designs of American and Asian flairs! Focus on excellent cuisine, service, and ambiance.

Moe's Southwest Grill

919.625.5658 | 919.catering.moes.com

Southwest catering for any occasion, any budget, buffet style or pre-rolled sandwiches along with famous chips and salsa.

Posh Nosh

919.839.6004 | www.poshnoshcatering.info

Utilizes the amazing agricultural resources of the area and hand crafts menus around the seasons to fit your budget and vision.

Rocky Top Hospitality

919.850.2340 | www.rockytophospitality.com

Full-service caterer providing restaurant quality food and service inspired from the menus at Dean's Seafood Grille, Twisted Fork, and The Daily Planet Café.

Southern Harvest Catering Company

919. 413.7180 | www.farmerstablerestaurantgroup.com

Southern-inspired, chef-driven and based on locally raised foods, with options from several local restaurants.

Manhattan Café Downtown Raleigh

919.833-6105 | www.manhattancafenc.com

Offers the downtown area a variety great breakfast and lunch menus at reasonable prices. With customized menu options available as well as boxed lunches.

Rise Southern Biscuits & Righteous Chicken

984.200.6966 | www.risebiscuitschicken.com

Offering crave-worthy Southern biscuits, righteous chicken sandwiches, signature donuts, sides and more for an amazing breakfast for your meeting, conference, or celebration.

Directions and Parking

Marbles Kids Museum is located at 201 East Hargett Street in downtown Raleigh, at the corner of Hargett and Blount directly across from Moore Square Park.

From I-40

From I-40 take exit #299 - Person Street. Travel north towards downtown Raleigh for approximately 2 miles. Turn left onto Hargett Street. Marbles is on the right.

From US 1 South

From US 1 South take 440 (Outer Beltline) to exit #299 - Person Street. Travel north towards downtown Raleigh for approximately 2 miles. Turn left onto Hargett St. Marbles is on the right.

From Capital Blvd (US 1 North)

Capital Blvd will become Dawson Street. From Dawson Street, turn left on Morgan Street. Travel three blocks and turn right on Blount Street. Marbles is on the left.

From Glenwood Ave & Hillsborough Street

Follow Glenwood Ave to Hillsborough St. Turn left on Hillsborough St. Turn right onto Salisbury St (at the State Capitol Building). Take the first left onto Morgan St. Travel three blocks and turn right on Blount Street. Marbles is on the left.

From Wilson/Rocky Mount

Follow Business US 64, which turns into New Bern Avenue. Turn left onto Blount Street. Marbles is on the left.



NOTE: Please circle around Moore Square to unload in front of Marbles Kids Museum on Hargett St.

Parking

Wilmington Street Parking Deck

This parking deck is conveniently located directly across Blount Street from the museum. There are entrances when heading north on Wilmington Street between Morgan Street and Hargett Street, and when heading south on Blount Street between Morgan Street and Hargett Street. Please visit www.godowntownraleigh.com for more information about hours and fees for this parking deck.

Blount Street Parking Lot

This parking lot is conveniently located near the north entrance to the museum campus with direct access to museum sidewalks with no street crossings. There are entrances when heading East on Morgan Street between Blount Street and Person Street, and when heading north on Person Street between Hargett Street and Morgan Street/New Bern Street. This surface lot has 50 spaces dedicated to visitors during museum hours. Pay station in the lot is \$3 per hour. Please visit www.godowntownraleigh.com for more information about hours and fees for this parking deck.

Street Parking

There is paid two-hour parking on Blount, Person and Hargett streets surrounding the museum during the weekday and free parking on weeknights and weekends. You pay for parking time in 15-minute increments, from 25 cents for 15 minutes up to \$2 for two hours.

Raleigh Trolley Service

Groups can make special arrangement for use of the Raleigh Trolley by calling 919.996.4364.

Please see below for answers to questions on the terms and conditions of a facility rental at Marbles Kids Museum.

Are tables and chairs included in my facility rental fee?

Yes, our standard tables and navy chairs are included in the rental fee. You may rent up to 150 of the white resin chairs (see page 4 for pricing) or use your own vendor for custom furniture rentals. Custom rentals must be delivered on the day of the event and be removed immediately following the event unless other arrangements for pick-up are approved by the Marbles Kids Museum Event Coordinator. A fee will be charged for items left overnight.

Am I limited to what I can use as decorations?

Marbles Kids Museum must approve in advance all arrangements for decoration, music, and contracted services not provided by Marbles Kids Museum. The use of confetti, birdseed, glitter and balloons is prohibited. No open flames are permitted; however, votive candles are acceptable. Smoking fog machines or bubble machines are not allowed.

What is your policy on ticketed events and fundraisers?

Any organization seeking to use Marbles Kids Museum facilities for an event that includes an admission charge or involves fundraising must qualify as a not-for-profit, tax-exempt organization under section 501(c)(3) or other sections of the Internal Revenue Code.

No collections, solicitations, raffles, auctions or other fundraising activities are allowed without prior approval by Marbles Kids Museum.

The client cannot issue tickets or other documents of admission in excess of the capacity of the rented space as determined by Marbles Kids Museum. The number of event guests cannot exceed the limits of Marbles Kids Museum's fire code capacity.

Marbles Kids Museum and IMAX Theatre facilities are not available for political fundraisers or partisan events.

Are there additional fees for security and onsite maintenance?

One security guard for the duration of a rental event is provided in the basic rental fee for up to 250 guests. One security guard for every additional 150 guests over 250 is required at \$30 per hour for a minimum four-hour period, at the client's expense.

One maintenance crew member for the duration of a rental event with over 250 guests is required at \$20 per hour for a minimum four-hour period, at the client's expense.

Marbles Kids Museum reserves the right to require Raleigh Police Department presence at an event in addition to standard security requirements at the client's expense. The client will be notified of these additional requirements in advance, and charges will be added to the final invoice.

What is your confirmation policy, and how to you handle deposits and balance payments?

A rental is considered confirmed once the Contract (Facility Rental Agreement) has been signed by the client and Marbles Kids Museum, AND a deposit amount equal to 50% of the anticipated charges for the rental is paid. Please see the Agreement for a schedule of deposit refunds. The balance of the rental fee and applicable auxiliary charges will be due two weeks prior to the event.



FAQs continued...

When will I need to submit payment for AV equipment, additional security, etc.?

Requested auxiliary services, such as charges for additional security or labor, audio visual equipment, technician, linen fees and other required services will be invoiced 30 days prior to the event and must be paid in full two weeks before the event takes place. (7.5% NC Sales tax applies)

Can I use the Marbles Kids Museum name when advertising my event?

Client shall not promote its event as a Marbles Kids Museum sponsored event unless by prior arrangement with a Marbles Kids Museum executive team member. Marbles Kids Museum should be used only when referring to event location/address. Any use of the Marbles Kids Museum name or logo in advertisements or publicity efforts must be pre-approved by Marbles Kids Museum executive team member. Please make sure verbiage is communicated as such: Marbles Kids Museum or Marbles.

What are your policies on smoking and eating and drinking in the museum areas?

Smoking is NOT permitted anywhere inside the museum or IMAX building. Eating and drinking are restricted to specified areas of the facility as determined by Marbles Kids Museum. No food or beverages are allowed in the museum exhibit areas.

Can I bring in an outside caterer or food donated by restaurants for my event?

If food is served at your event, it must be provided by a caterer on our approved caterer list provided by Marbles Kids Museum. Please discuss this with your Marbles Event Sales representative if you have special dietary limitations.

What is your alcohol policy?

The use of alcoholic beverages is allowed under the following specific conditions:

- The Client or the Client's caterer/professional bartending service must provide liability insurance with coverage up to \$1,000,000 and in which the carrier agrees to defend, save harmless, and indemnify Marbles Kids Museum and IMAX Theatre from all financial loss, damage, or harm arising out of the sale or dispensation of alcoholic beverages at the Marbles Kids Museum facility.
- Alcoholic beverages may only be dispensed by a caterer or professional bartending service that has been approved to provide services at Marbles Kids Museum. Proper permitting is required. It is the responsibility of the Client to ensure the caterer and/or professional bartending service has proper permits, otherwise a Limited Special Occasion Permit may be required to be obtained by the Client. See North Carolina Alcoholic Beverage Control Commission website for further information on permitting (<http://abc.nc.gov/Permit/SpecialPermits>)
- Beverage servers are required to take proper precautions to ensure that guests are not served inappropriate amounts of alcohol and to ensure that no one under 21 years of age is served alcohol.
- All non-profit organizations must adhere to the specific regulations established by the North Carolina Alcoholic Beverage Control Commission. Per NC ABC Commission laws, non-profits are the only eligible entities allowed to host a cash bar on the Marbles Kids Museum campus. Cash bars require a Special One-Time Permit to be applied for and approved by the NC ABC Commission (<http://abc.nc.gov/Permit/SpecialPermits>). A copy of the permit must be openly displayed throughout the event in the facility.
- Marbles Kids Museum policy dictates that last call for alcohol be made 30 minutes prior to event end, with last service 20 minutes prior to event end. (i.e. if event guests are scheduled to leave at 11:00pm, last call would be made at 10:30pm and last service at 10:40pm).



Add-on Options

Add On Options:

- **Museum Exhibit Galleries** | \$250 per gallery in addition to base rental fee.
 - *Must be requested one month prior to event date.*
- **Additional Setup Hours** | \$250 per hour, up to 2 additional hours
 - *Subject to availability.*
- **Wedding Rehearsals:**
 - *Wedding rehearsals must be scheduled in advance and are subject to availability. A one-hour rehearsal is complimentary with wedding booking and is to be schedule prior based on availability with event coordinator.*
- **White Resin Chairs** | \$3 per chair (150 available)
- **Up Lights** | \$25 per up light (16 available)
- **Microphones**
 - Lavalier Mic | \$30/mic (2 available)
 - Handheld Wired Mic | \$20/mic (6 available)
 - Wireless Mic | \$30 (2 available)
- **Laptop Computer (internet ready)** | \$50 (includes PPt & wireless remote)
- **Drop Cords** | \$10
- **GOBO lighting fixture (Curiosity Square)** | \$25 (client provides Gobo, we install)
- **Linens** | \$12 ea.
 - Black or White Cotton/Poly Rounds or Rectangles
 - Black or White Stretch cocktail linens
 - Red Stretch rectangle linens
- **6'x8' Stage Panels** | \$150 each (4 available)
- **Guest Experience Play Staff** | \$30/hour per staff person (4 hour minimum)
- **Coffee Service** | \$6/per person (50 person minimum)
 - *Service includes Larry's Coffee, cream, sugar & sugar substitutes, stirrers, beverage napkins, paper cups and lids. Special non-dairy creamers available upon request for an additional fee.*