



Thank you for considering the New Orleans Pharmacy Museum as a venue for your private event. The Pharmacy Museum's venue space is our 2200 sq. ft. courtyard. We can seat up to 130 guests with a center aisle for a wedding ceremony. We can accommodate up to 150 guests (maximum capacity) for a cocktail reception or 70 guests for a seated dinner.

Here is our 2020-2021 pricing:

First Hour (one hour minimum): \$1500.00

Each additional hour (four hour maximum): \$1000.00

In order to officially book a date, we require a non-refundable deposit of \$250.00 and a signed rental contract. The balance is due no later than the day of your event.

The museum provides the outdoor space only. The museum does not have an alternate indoor venue space.

All catering and furniture rentals (chairs, tables, tents, etc.) need to be booked by the client. You may use any caterer/vendor of your choice, as long as they are licensed and insured. All first-time vendors must schedule a walkthrough with Liz or Stephanie prior to the event. If you would like caterer/vendor recommendations, please don't hesitate to contact us: 504-565-8027 or nopharmsm@att.net

The rental fees above include the venue space, one museum staff person to oversee the museum collection and one door person. The onsite museum staff does not serve as an event planner for the client. Clients need to designate one person to act as their event planner and provide the museum with their contact information.

Rental fees are tax-deductible as the Pharmacy Museum is a 501c3 non-profit organization.

We include two hours prior to event start time for set-up and decorating, and one hour post event end time for clean-up and load out.

The first floor of exhibits is open during private events for you and your guests to enjoy. The second floor is closed during private events.

We have two restrooms located in the courtyard (non-ADA).

There is not a kitchen onsite. The carriageway is used for catering prep and rental storage.

A licensed bartender must handle and serve all alcoholic beverages.

OVER

A 30-minute ceremony rehearsal is included. Rehearsals can be scheduled one month prior to event and timing will depend on museum availability.

Events must begin after 4pm and end by 10pm (French Quarter noise ordinance).

Restrictions: We do not allow glitter, confetti, rice or feathers. No open flames. Candles are permitted in the courtyard but must be in a container (glass or lantern). LED candles are permitted inside the museum and in the trees.

Children under 12 must be accompanied by an adult at all times.

Animals must be pre-approved by the Pharmacy Museum and kept in the courtyard with a handler at all times. No exceptions.

There is no smoking in the courtyard or inside the museum.

The museum does not have parking. The Omni Royal Orleans Hotel has valet parking directly across the street and there is a large Premium Parking pay-lot two doors down.

Liz and Stephanie are available for site visits by appointment only, Tuesday through Friday between 10am and 4pm.