



## Rentals & Special Events Rate Sheet

Please direct all questions to [rentals@cooshistory.org](mailto:rentals@cooshistory.org)

or call Shelby Case at 541.756.6320 x 218

### Museum Hours of Operation

**Tuesday – Sunday, 10:00 am to 5:00 pm**

*Coos History Museum business hours are between 10:00 am to 5:00 pm, Tuesday through Sunday. All rentals that require building use outside normal business hours (including set up and tear down time) will be subject to an additional \$50.00 staffing fee per hour.*

*Events are not normally scheduled for Major US Holidays and will require a consultation with the Executive Director. These events would be subject to an additional \$500.00 fee and/or other charges.*

*A 25% deposit, an insurance binder, and a signed rental agreement are required to confirm your date. Cash or check payments are preferred, credit cards payments are accepted with an additional 5% processing fee. Coos History Museum “Friend level or higher” members will receive a 5% discount on rental rates.*

	Standard Rate Per Hour	Non-Profit Rate Per Hour
<b>Conference Room</b>	\$25.00	\$15.00
Bottled water only.		
<b>Lansing Library</b>	\$30.00	\$20.00
No food or drink allowed.		
<b>Sprague Gallery/Kitchenette</b>	\$75.00	\$50.00
<b>Outdoor Plaza</b>	\$40.00	\$30.00