

# MUSEUM OF YORK COUNTY RENTALS

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**AUDITORIUM**                      **\$300 for 4 hours**                      **\$600 for 8 hours**  
CAN SEAT                      80 BANQUET                      175 COCKTAIL                      100 THEATER  
Available Mon. – Sat. between 10 a.m. –11p.m. or Sun. between 1 – 11 p.m.

**PLANETARIUM**                      **\$125 for 4 hours**                      **\$250 for 8 hours**  
CAN SEAT                      55 THEATER                      *Additional fee for customized shows.*  
Available Mon. – Sat. between 5 p.m. –10p.m.

**CLASSROOM**                      **\$75 per hour**  
CAN SEAT                      50 THEATER  
Available Mon. – Sat. between 10 a.m. –10p.m. or Sun. between 1 – 10 p.m.

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## IMPORTANT INFORMATION:

- Six-week advanced scheduling is required.
- A \$100 deposit is due to reserve the date. *(This deposit goes toward the rental payment.)*
- A \$200 security deposit is due with a signed rental contract.  
*(This deposit will be refunded if all provisions set forth in contract are met at end of the rental. The security deposit may be held with a credit card.)*
- Half of the total contracted fee is due with the signed rental contract.
- Final payment is due ten days before the rental.
- A \$35 per hour staff security fee will apply if the rental is occupying room(s) after the Museum's normal hours of operation. Additional charges may apply for holidays.
- An approved, licensed and insured caterer is required for events with 40 or more people in attendance.
- Food and drinks are not allowed in the planetarium.

## INCLUDED IN RENTAL:

- Table & Chair Set-up
  - Restrooms
  - Limited Kitchen Access
  - Handicapped Accessible
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*NOTE: Setup and cleanup time must be included in your total rental hours. Caterers must have license and proof of insurance and be approved according to CHM Policy. Discounts available for CHM Members and Non-profit Organizations.*

*CHM will provide ancillary support to York County Government departments, if available. Any other York County departments or employees wishing to use the space will be considered a rental.*