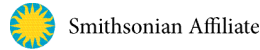


The National Jazz Museum in Harlem



Site Rental Information



Located in the heart of Central Harlem's thriving culinary and entertainment district, The National Jazz Museum in Harlem is the perfect venue to host your next gathering. Our beautiful custom-designed gallery is brand new and is fully accessible. The gallery is L-shaped, features natural light and at almost 2,000 sq feet our exhibit space comfortably holds 50-80 people. The Museum is conveniently located in upper Manhattan, just short walks from the 2,3,4,5 & 6 trains.



Past renters have included the Smithsonian, United Nations, Tourism Ready, among others, and events have included conferences, film screenings, networking events, workshops, and more.

To submit your interest in site rental at The National Jazz Museum in Harlem, please fill out the Facility Rental Application below, and email it to bevans@jmih.org or fax it to (212) 348-5030.



The space is available to rent on Tuesdays 9am-4pm and Wednesdays, 9am-9pm. Please inquire about rentals on other days.

Cost:

\$1500 for up to 12 hours

\$750 for under 6 hours

Included:

Projector

Microphones

Chairs (up to 70)

Optional (for additional fees):

5 round tables to seat 5-8 people each

Light refreshments (cold & hot beverages, pastries)

Facility Rental Application

Renter name: _____

Date of event: _____

Nature of event (i.e. conference, lecture, film screening, photo-shoot, networking event...): _____

Anticipated attendance: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

Event Start Time: _____ Event Set-up Time: _____

Event End Time: _____ Event Clean-up Time: _____

The Museum reserves the right to use its discretion when accepting applications for space rentals at The National Jazz Museum in Harlem. Applicants and their events should reflect the values of the Museum.

