

**BELLEVUE  
ARTS  
MUSEUM**

**PRIVATE EVENT GUIDE**

**2024**

**BELLEVUE ARTS MUSEUM**

# **WELCOME!**

## **GREAT LOCATION:**

Located in the vibrant heart of downtown Bellevue, BAM is just steps away from top-rated restaurants, world-class shopping, and luxurious hotels. Our prime location is easily accessible from Seattle and the greater Eastside.

## **DYNAMIC ARCHITECTURE AND EVER-EVOLVING EXHIBITS:**

Designed by famed architect Steven Holl, the Bellevue Arts Museum showcases exhibits that are always evolving, from contemporary art to craft to design. From in-depth artist retrospectives to expansive collections, our offerings are consistently fresh and engaging.

Whether you're looking for a rooftop cocktail experience, an awards dinner venue, a wedding, or a private meeting space, our modern architecture and ever-changing artwork ensure a memorable event.

## **COMMUNITY CONTRIBUTION:**

Choosing BAM as your event venue does more than provide a great experience for your guests. The funds generated from your event support our mission of community development by bringing art and education to the Eastside.

BELLEVUE ARTS MUSEUM

# FORUM



STEVEN HOLL'S STUNNING FORUM AND THE GRAND FOYER OF BELLEVUE ARTS MUSEUM. DESIGNED AS A GATHERING ROOM FOR COMMUNITIES. PERFECT FOR RECEPTIONS, GALAS, CONCERTS AND MORE.

BELLEVUE ARTS MUSEUM

# FORUM

**(4,930 SQFT)**

ACCOMMODATES 350 FOR A STANDING RECEPTION, 200 THEATER STYLE, AND 150 FOR A SEATED FUNCTION

BILLED AS A THREE-HOUR EVENT WITH TWO HOURS OF SET-UP AND ONE HOUR OF CLEANUP.

TYPICALLY, AVAILABLE OUTSIDE OF REGULAR MUSEUM HOURS. GALLERY ACCESS INCLUDED.

## **PACKAGES:**

BASIC: \$7,500

Includes: Forum, Auditorium, Gallery Access, Three Security Guards, Onsite Event Manager

DELUXE: \$8,000

Includes: BASIC + Museum Furniture and Linens

PREMIUM: \$9,000

Includes DELUXE Package + use of BAM A/V with Technichan

## **ADD ONS:**

- Extended setup/cleanup per hour: \$600
- Extended event time per hour: \$1,000
- Extended AV Technician: \$100/hour
- Additional security for over 200 guests: \$100/guard/hour

\*An additional \$600 cleaning fee will be added

\*An additional \$200 dry-cleaning fee will be added for any linens used

BELLEVUE ARTS MUSEUM

# COURT OF LIGHT



IDEAL FOR SPRING OR SUMMER RECEPTIONS, THE COURT OF LIGHT AT BELLEVUE ART MUSEUM FEATURES VIBRANT SUNSETS, ACOUSTIC ISOLATION, AND ARTISTIC AMBIANCE.

BELLEVUE ARTS MUSEUM

# COURT OF LIGHT

**(2,985 SQFT)**

ACCOMMODATES 100 PEOPLE FOR A  
STANDING RECEPTION, 70 THEATER STYLE  
AND 60 SEATED AT TABLES

BILLED AS A THREE-HOUR EVENT WITH TWO HOURS OF SET-UP  
AND ONE HOUR OF CLEANUP.

TYPICALLY, AVAILABLE OUTSIDE OF REGULAR MUSEUM HOURS.  
GALLERY ACCESS INCLUDED.

## **PACKAGES:**

BASIC: \$5,000

Includes: Space, Gallery Access, 3 Security Guards, On-Site Event  
Manager

DELUXE: \$5,500

Includes: BASIC Package + Museum Furniture & Linens

PREMIUM: \$6,500

Includes DELUXE Package + Museum A/V with Technician

## **ADD ONS:**

- Extended setup/cleanup per hour: \$600
- Extended event time per hour: \$1,000
- Extended AV Technician: \$100/hour

\*An additional \$400 cleaning fee will be added

\*An additional \$200 dry-cleaning fee will be added for any linens used

BELLEVUE ARTS MUSEUM

# AUDITORIUM



THE BELLEVUE ARTS MUSEUM'S AUDITORIUM IS DESIGNED FOR FILM SCREENINGS, COMPANY MEETINGS, AND ART PRESENTATIONS. IT FEATURES A BUILT-IN PROJECTOR, PODIUM, AND SPEAKERS.

BELLEVUE ARTS MUSEUM

# AUDITORIUM

**(1,000 SQFT)**

ACCOMMODATES 80 (THEATER STYLE) AND  
36 (BOARD ROOM STYLE).

BILLED PER HOUR WITH A TWO-HOUR MINIMUM, INCLUDES A  
HALF-HOUR SET UP AND CLEAN UP FOR EACH EVENT

AVAILABLE DURING REGULAR MUSEUM HOURS. GALLERY  
ACCESS IS REQUIRED FOR AFTER-HOURS BOOKINGS

## **PACKAGES:**

BASIC: \$400 per hour

Includes: Space, 1 Security Guard, On-Site Manager

DELUXE: \$450 per hour

Includes BASIC Package + Museum Furniture & Linens

PREMIUM: \$550 per hour

Includes DELUXE Package + Museum A/V + A/V Technician

## **ADD ONS:**

- Extended setup/cleanup per hour: \$100
- Gallery Access: \$500 per hour

\*An additional \$100 cleaning fee will be added

\*An additional \$200 dry-cleaning fee will be added for any linens used



# EVENT ADD-ONS

## **ADD ONS:**

- Day Porter: \$100 per hour
- Coat Check Attendant: \$100 per hour
- Parking Attendant: \$100 per hour
- Private Gallery Access: \$500 per hour – must be booked for the entire event
- Outside Artwork Fee: \*pricing upon request
- Private High-Speed Wi-Fi: \$500
- Docent-led tour: \*pricing upon request
- Director-led tour: \*pricing upon request
- Personalized Scavenger Hunt: \$600
- Arts & Crafts Activity: \*pricing upon request
- Left Behind Garbage & Recycling: \$250 per bag/item

## **GALLERY ACCESS:**

Private Access to the Galleries: \$500 per hour.

Enhance your experience with a Docent-led tour, personalized scavenger hunt, or craft activity.

## **PARKING:**

510 Bellevue Way NE  
Bellevue, WA 98004

The Bellevue Arts Museum Parking Garage is accessible as you drive northbound on Bellevue Way NE. The garage driveway is located just after the W's Valet.

- 70 stalls
- Parking is free during private events
- Parking attendants can be added to your event to allow for an easy guest parking experience: \*pricing upon request

**\*\*\*\* ALL PRICING ESTIMATES ARE SUBJECT TO CHANGE \*\*\*\***

**BELLEVUE ARTS MUSEUM**

# **CATERING**

OUR PREFERRED CATERERS UNDERSTAND HOW TO WORK WITHIN THE MUSEUM ENVIRONMENT, THEY HANDLE RENTALS, SETUP AND CLEANUP OF YOUR EVENT.

## **PREFERED CATERERS:**

### **ARISTA CATERING**

(206) 285-7846

INFO@LANDMARKEVENTCO.COM

[HTTPS://LANDMARKEVENTCO.COM/CATERING/](https://landmarkeventco.com/catering/)

### **HERBAN FEAST BY LANDMARK EVENT CO.**

(206) 285-7846

INFO@LANDMARKEVENTCO.COM

[HTTPS://LANDMARKEVENTCO.COM/CATERING/](https://landmarkeventco.com/catering/)

### **LISA DUPAR CATERING**

(425) 881-3250

INFO@DUPARANDCOMPANY.COM

[HTTPS://WWW.LISADUPARCATERING.COM/](https://www.lisaduparcatering.com/)

### **RAVISHING RADDISH**

(206) 860-7449

INFO@RAVISHINGRADDISH.COM

[HTTPS://RAVISHINGRADISH.COM/](https://ravishingradish.com/)

BELLEVUE ARTS MUSEUM

# CONTACT INFO

FOR MORE INFORMATION AND TO FILL OUT AN INQUIRY FORM PLEASE VISIT:

**[WWW.BELLEVUEARTS.ORG/PRIVATE-EVENTS](http://WWW.BELLEVUEARTS.ORG/PRIVATE-EVENTS)**

PLEASE CONTACT OUR EVENTS TEAM:

**[PRIVATEEVENTS@BELLEVUEARTS.ORG](mailto:PRIVATEEVENTS@BELLEVUEARTS.ORG)**

WE LOOK FORWARD TO HEARING FROM YOU!

## **MUSEUM HOURS**

Wednesday - Sunday, 11am - 5pm

## **PHONE:**

(425) 591-0770

## **ADDRESS**

510 Bellevue Way NE, Bellevue, WA 98004

## **WEBSITE:**

[Bellevuearts.org](http://Bellevuearts.org)

## **EMAIL:**

[privateevents@bellevuearts.org](mailto:privateevents@bellevuearts.org)