

# ARMENIAN LIBRARY AND MUSEUM OF AMERICA, INC.

65 Main St., Watertown, MA 02472

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## CONTEMPORARY ART GALLERY RENTAL INFORMATION

ALMA's 3rd floor Contemporary Art Galleries also serve as function halls for lectures, meetings, concerts and other events. The visually striking galleries offer a unique setting for business meetings or social functions with its changing displays of ethnic Armenian art. The Museum welcomes any inquiries for renting the facility, but may impose certain restrictions to ensure the safety of any artworks on display. Please contact the Museum office at 617-926-2562 ext. 4 or email [caroline@almainc.org](mailto:caroline@almainc.org) for details.

The Contemporary Art Gallery is 3,200 sq. ft. with a 200 seat capacity. Handicap accessible. The gallery includes a small kitchenette with an oven and microwave for warming prepared food. All cooking must be done off-site. A refrigerator is available for storing food during events. A temporary license for any alcoholic beverages must be obtained from Watertown Town Hall.

A large municipal parking lot is directly behind the Museum with metered parking (\$.25 per half hour, 7 a.m.- 6 p.m. / Meter is free after 6 p.m. and all-day on Sundays ).

ALMA's resources for functions held in the Contemporary Art Gallery include:

- 3 different sized coffee pots (12 cup, 30 cup, 80 cup)
- 8 rectangular tables (96" long)
- 2 rectangular tables (66" long)
- 15 round tables (42" diam.)
- 1 round table (84" diam.)
- 2 folding bridge tables
- 75 chairs (burgundy, steel framed, stacking)
- 136 chairs (white plastic, folding)
- Grand piano (ask about restrictions)
- Surround-sound music/PA system
- Microphone or CD player for system
- 2 podiums
- Overhead projector
- Slide projector
- Erasable blackboard easels
- Pedestals for artworks

Conference tables on 3rd floor

- (1) Large round table (seats 10-12) in gallery/function hall for meetings
- (2) Oak conference table (seats 14) in gallery near the kitchen,
- (3) Long conference table (seats 12) in the adjacent rear art gallery,
- (4) Conference table (seats 10) in adjacent classroom near gallery entrance.

## Rental Rates -- 3rd Floor Galleries

Hall	Capacity	Function type	Hours	Rates	Overtime
<u>3<sup>rd</sup> Floor Gallery</u> (both East and West Rooms)	200 seat	Concert/ Meeting/ Reception/ Lecture/Recital	4 hrs.	<b>\$750</b> <b>(+ \$350 to visit the 1<sup>st</sup> floor Galleries)</b>	\$100/hr.
<u>3<sup>rd</sup> Floor Gallery</u> (either East Room or West Room)	15-25 paintings in each room (East & West walls are 80 linear ft. long)	Art show/ Exhibit	4-6 weeks	<b>\$750 each room</b> <b>\$1200 for the entire gallery</b>	n/a
<u>Terjanian Gallery</u>	25 seat	Reception/ Meeting	3 hrs.	<b>\$300</b>	\$50/hr.
<u>Terjanian Gallery</u>	15-20 paintings	Art Show/ Exhibit	4-6 weeks	<b>\$300</b>	n/a

