



## Facility Rentals for Private Events

The United States Marshals Museum (USMM) is the newest events venue in Fort Smith and the only one with 180° views of the Arkansas River on the riverfront. A brand new world-class, state-of-the-art facility, the USMM is the perfect location for corporate events, luncheons, professional development training, annual galas, weddings, receptions, conference sessions, proms, and more. With intimate spaces of 650 square feet for small gatherings and up to 13,949 square feet for large events, the USMM has the space you need.

In response to COVID-19, the USMM will follow all CDC and Arkansas Department of Health Guidelines that are in effect on an event date as to capacity, social distancing, and PPE requirements.

### Offerings

- The Atrium
  - A beautiful open space with ceilings that transition from 20 feet to 40 feet tall. Mesmerizing views of the Arkansas River. Can seat 250 people comfortably at 72" rounds. Phenomenal space for large cocktail receptions and corporate gatherings. Can be set up with theater seating and stage.
  - \$1,750
  - 7,713 SF
  - Capacity – 386
- Temporary Gallery
  - \$1,000
  - 3,632 SF
  - Capacity – 182
- Atrium/Temp Gallery Combined
  - \$2,750
  - 11,345 SF
  - Capacity – 568

Stated rates are subject to change.

- The 1789 Room
  - \$700
  - 1,954 SF
  - Capacity – 98
  
- 1789 Room/Classroom A Combined (with dividing wall if desired)
  - \$1,000
  - 2,604 SF
  - Capacity – 131
  
- Atrium/Temp Gallery/ 1789 Room/Classroom A Combined
  - \$3,800
  - 13,949 SF
  - Capacity – 698
  
- Doss T. Sutton Board Room
  - \$350
  - 691 SF
  - Capacity -- Based on square footage, 35. Due to a large 14-person board table with chairs that takes up most of the floor space, actual capacity would be reduced. There is an area next to the table that could hold up to two rectangular tables or up to two 6-person round tables with chairs. That area could also be set up to hold a few rows of chairs for open seating.
  
- Classroom A (partitioned by dividing wall away from the 1789 Room)
  - \$300
  - 650 SF
  - Capacity – 33
  
- Classroom B
  - \$350
  - 718 SF
  - Capacity – 36
  
- East Patio – Outside
  - \$550-850
  - 7,282 SF
  - Capacity – 365

Stated rates are subject to change.

- West Patio - Outside
  - \$200
  - 1,100 SF
  - Capacity – 55
- West Lawn – Outside
  - \$1000
  - Similar Square Footage to the Temporary Gallery

Adding Sales Tax (9.5%) is required by the State of AR for the following items:

- 10 – 72” tables, round 10-top –\$8 each  
(does not include linens)
- 2 – 6’ tables, rectangular –\$8 each  
(does not include linens)
- 50 – White chairs –\$2.75 each
- 2 – Banquet Table Cold Beverage Dispensers - \$10 each
- 1 – 36-cup Coffee Pot (perculator) - \$10 each  
(does not include coffee or condiments)
- 1 – 17-cup hot beverage carafe w/pump dispenser - \$5
- 1 – 8-cup hot beverage carafe - \$5
- 6 – Easels - \$5 each
- 1 – Podium - \$10
  - W/Microphone - \$25
- Linen/cloth steamer - \$25

#### Business Rentals

- Coffee, water, and tea service

\$30 for up to 25 people

\$45 for 25-60 people

Includes cups, sugar, etc.

Stated rates are subject to change.