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WELCOME TO THE PALO ALTO ART CENTER

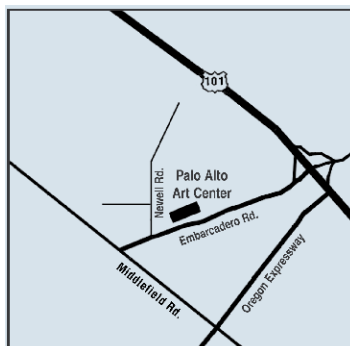
PALO ALTO ART CENTER CITY OF PALO ALTO COMMUNITY SERVICES

PALO ALTO ART CENTER

A vital community resource, the newly renovated Palo Alto Art Center offers a welcoming and beautiful setting for events of all kinds. With spaces that meet a variety of event needs, the Palo Alto Art Center provides an ideal location for celebrating those important milestones or hosting your next work team meeting.

VISIT 1313 NEWELL ROAD
PALO ALTO, CA 94303
CALL 650.329.2366
EMAIL artcenter@cityofpaloalto.org
WEB www.cityofpaloalto.org/artcenter

FACILITY RENTAL
DEPARTMENT OF
COMMUNITY SERVICES



Individuals with disabilities who require accommodations to access City facilities, services or programs, or who would like information on the City's compliance with the Americans with Disabilities Act (ADA) of 1990, may contact the City's ADA Coordinator at (650) 329-2550 (voice) or e-mail ada@cityofpaloalto.org.

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OUR FACILITY

1. Lobby

The Art Center's transformed lobby offers an elegant space for social gatherings and receptions. Featuring floor-to-ceiling windows, this stunning space brings the outdoors in. With polished concrete floors, contemporary lighting, and located adjacent to our popular Gallery Shop, this space offers a refined setting for a variety of events.

Capacity: 60

2. Sculpture Garden*

This privately enclosed garden offers patios with lawn areas, lush mature trees, shrubbery, and modern sculptures. Large paved spaces provide ideal locations for outdoor dining, making an idyllic setting for weddings and other gatherings.

Capacity: 300 for reception; 150 for dining

3. Historic Courtyard*

This secluded outdoor area is located in the heart of the Art Center. A brick patio with built-in bench seating surrounding a planter and water feature, is perfect for parties, receptions, or informal meetings.

Capacity: 125 for receptions; 80 for dining

4. Meeting Room**

Our newly renovated Meeting Room offers a full audio/visual system (additional charge) with ceiling-mounted projector, surround sound, and motorized screen, along with contemporary furnishings. Fully carpeted, this space features several pieces of art and shaded windows.

Capacity: 50

5. Kitchen

Available only as a rental add-on, the kitchen is equipped with a refrigerator, stove for warming food only, sink and plenty of table and counter space.

***No amplified music in our garden spaces**

****Light refreshments only**

PALO ALTO ART CENTER RENTAL POLICIES

Rental applications are available by mail, email, or in-person at the Art Center during our regular open hours.

- Rooms may be reserved up to 12 months in advance of an event. While available dates may be checked in person or by phone, an application must be submitted before a date can be secured.
- Equipment rentals are available. Please inquire for more information.
- All facility rentals require proof of general liability insurance naming the City of Palo Alto as an additional insured for a minimum of \$1,000,000. Insurance coverage may be purchased through the City.
- 501(c)(3) non-profit organizations may qualify for reduced rates.
- Other conditions and restrictions may apply to rentals. Please consult the facility rental coordinator for specific details.

Facility Fees (Per hour as of 3/1/2013+)

Room	Resident	Non-Resident
Lobby	\$77.00	\$116.00
Sculpture Garden	\$102.00	\$153.00
Historic Courtyard	\$77.00	\$116.00
Meeting Room	\$77.00	\$116.00
Kitchen (add-on only)	\$34.00	\$51.00

+Rentals of 5 hours or more qualify for 15% discount

Please note:

The Palo Alto Art Center **Auditorium** and adjacent **Green Room** are currently unavailable due to their use as a temporary library during the Main Library renovation.

