



## Hammer Museum Special Events



Inside these walls happen...

## The most spectacular events



Receptions  
Film Premieres  
Seated Dinners

## Distinctive Event Spaces



Lindbrook Terrace  
Outdoor Courtyard  
Lobby  
Gallery 6  
Billy Wilder Theater

# Inventive Design





### **Lobby — Level 1**

A contemporary setting with a dramatic grand marble staircase, the lobby features work by cutting edge artists, which rotates on a regular basis.

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Usable Square Feet 3,391

Banquet 80

Cocktail 350



### **Outdoor Courtyard — Level 2**

Marble and granite-designed garden oasis surrounded by interesting porticos and flanked by the new Billy Wilder Theater

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Usable Square Feet 12,574

Banquet 500

Buffet 800

Cocktail 900



### **Gallery 6 — Level 2**

An unfinished multi-purpose room off the courtyard equipped to handle seminars, conferences and meetings plus banquet dinners and receptions.

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Usable Square Feet 2,500

Banquet 120

Buffet 80

Cocktail 300

Theater Style (with stage) 240



**Gallery Promenades & Lindbrook Terrace — Level 3**

Overlooking the courtyard these covered balcony areas are adjacent to the galleries and includes the Lindbrook Terrace – an outdoor but covered and flexible space centered by an enclosed picturesque glass arch overlooking Westwood Village on one side and open to a view of the courtyard below.

Promenades

Usable Square Feet 11,753

Banquet 180

Buffet 160

Cocktail 400

Terrace Only

Usable Square Feet 2,500

Banquet 150

Buffet 120

Cocktail 350



**Billy Wilder Theater — Level 2**  
State-of-the-art theater with advanced technical capabilities to screen a range of film formats

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Theater Style 295

# Corporate Benefits and Entertainment Opportunities

All Corporate Partners receive 2 Executive Level memberships and free admission for all employees.

CORPORATE FRIEND Lindbrook Terrace or Wilshire Lobby		Partnership Dues (Tax Deductible Portion)
Host a reception for up to 350		<b>\$5,000</b> (\$3,800)
CORPORATE NEIGHBOR Billy Wilder Theater		
Host a screening or meeting/seminar for up to 295		<b>\$10,000</b> (\$8,000)
<i>Additional Benefits:</i>		
<ul style="list-style-type: none"> <li>• Opportunity to host an additional event at a 20% discount</li> </ul>		
CORPORATE PATRON Billy Wilder Theater and South Courtyard		
Host a screening or meeting/seminar and a reception for up to 295		<b>\$15,000</b> (\$12,500)
<i>Additional Benefits:</i>		
<ul style="list-style-type: none"> <li>• Credit in Hammer publications</li> <li>• Opportunity to host an additional event at a 20% discount</li> </ul>		
CORPORATE LEADER Courtyard and Gallery Promenades		
Host a dinner for up to 480 or a reception for up to 1200		<b>\$20,000</b> (\$15,500)
<i>Additional Benefits:</i>		
<ul style="list-style-type: none"> <li>• Credit in Hammer publications</li> <li>• Opportunity to host an additional event at a 20% discount</li> </ul>		
CORPORATE AMBASSADOR Billy Wilder Theater, Courtyard, and Gallery Promenades		
Host screening or meeting/seminar in Billy Wilder Theater for up to 295 in conjunction with a reception for up to 1200		<b>\$25,000</b> (\$20,000)
<i>Additional Benefits:</i>		
<ul style="list-style-type: none"> <li>• All Museum spaces including the galleries open during first two hours of the event</li> <li>• Credit in Hammer publications</li> <li>• Opportunity to host an additional event at a 20% discount</li> </ul>		

*Dues and terms subject to change.*

# Event Policy

## Eligibility

Corporations that are or become Hammer Corporate Partners are eligible to have a corporate event at the Hammer. Companies in the event planning, catering or décor industries are not eligible to become corporate partners.

Entertainment opportunities in the Hammer event spaces are a one-time use per calendar year of partnership. Additional day for set up requires approval by the Museum. Once approval is obtained, the rate is \$15,000.00 for the first additional day and \$10,000 for second additional day.

Events that benefit non-profit organizations and events of a private nature such as weddings, birthday parties, bar or bat mitzvahs, anniversaries are not allowed.

## Availability

The Hammer is available to Corporate Partners for use of the facility on a first come, first served basis. All events are contingent upon the Hammer and UCLA Film and Television Archive's schedule of programming.

## Fundraisers

The Hammer strictly prohibits the use of its facilities by any organization for fundraising purposes. Per attendee charges, product donations, sponsorship or underwriting may not exceed event costs and cannot be used to fiscally benefit the hosting organization.

## Galleries

Museum galleries may be available for guest viewing on Mondays and after public hours for an additional fee.

## Parking

Please note that parking for daytime events must be arranged offsite. Parking is available at the Museum for evening events, after 6:30 pm. Additional fees apply.

## Requirements

1. Partner will submit a completed Corporate Partnership Application.
2. Partner will sign a Hammer Event Use Agreement. (Sample provided upon request.)
3. Partner and its vendors must meet Hammer's insurance requirements and provide a Certificate of Insurance with Waiver of Subrogation Applies. (Sample provided upon request.)
4. The Hammer has exclusives with Wolfgang Puck Catering, Classic Party Rentals, El Segundo and Z Valet and Shuttle Service. Events requiring the services they provide must use our exclusive vendors. See Vendor List for additional preferred vendors.
5. Museum must approve event invitation in advance of printing.
6. Partner is responsible to set up a walk-through with caterer, vendors and Hammer staff at least ten (10) business days before the event.
7. All event deliveries allowed on the day of event only. Event deliveries must be picked up immediately following the event.

# Vendor List

The Museum reserves the right to approve vendors other than those listed below. Those with an asterisk are exclusive vendors. This list is subject to change by the Museum at any time without notice.

<b>Exclusive Caterer</b>	<b>Contact/Email</b>	<b>Telephone</b>
* Wolfgang Puck Catering	Kate Crilly, Director of Catering kate.crilly@wolfgangpuck.com	(310) 652-3174
<b>Exclusive Rental Company</b>	<b>Contact</b>	<b>Telephone</b>
* Classic Party Rentals, El Segundo	Mike Koshimizu/mkoshimizu@classicpartyrentals.com Asst: Edith Briseno/ebriseno@classicpartyrentals.com	(310) 535-3660
<b>Exclusive Valet Service</b>	<b>Contact</b>	<b>Telephone</b>
* Z-Valet and Shuttle Service	Kent Simmons	(800) 610-0222
<b>Event Planning</b>	<b>Contact</b>	<b>Telephone</b>
1 Mitie Tucker Event Production	Mitie Tucker/mitie@mitietucker.com	(310) 766-1771
<b>Lighting</b>	<b>Contact</b>	<b>Telephone</b>
1 ELS (Entertainment Lighting Services)	John Chuck	(818) 769-9800
2 Kinetic Lighting	David Jacobi	(310) 837-3204
3 Images by Lighting	Curt Sthal	(310) 559-0009
4 Daylight	Greg Day	(310) 398 5340
5 LightenUp Inc.	Nathan Megaw	(310) 670- 8515
6 15/40 Production	Travis Jackson/travis@1540productions.com	(310) 383-0519
<b>AV / Sound</b>	<b>Contact</b>	<b>Telephone</b>
1 Audio Visual West	Jamie or Bob	(310) 268-0036

For further information on private events at the Hammer and to learn more about becoming a Corporate Partner, please call 310.443.7065 or email [corporateevents@hammer.ucla.edu](mailto:corporateevents@hammer.ucla.edu)