

PATRIOTS POINT
NAVAL & MARITIME
MUSEUM

Special Event Policies



Approved Vendors

Catering & Beverage Services

Catering services must be contracted by the client directly with one of Patriot Point's preferred caterers. Arrangements must be confirmed no later than 30 days prior to event date. No other outside food is allowed. The caterer holds the liquor license and is responsible for the service of all alcoholic beverages. These services must be contracted directly by the client. Third party planners and caterers must have proper permitting to contract for alcoholic beverages. Your Event Manager must be notified in advance when under-aged guests will be in attendance. Alcohol must remain in the event space.

CATERING

Charleston Catering & Events
843-696-4542
charlestoncateringandevents.com

Cru Catering
843-534-2433
www.crucatering.com

Carolima's Southern Cuisine
843-900-4467
www.carolimas.com

Duvall Catering & Events
843-763-9222
www.duvallevents.com

Halls Signature Events
843-242-3185
www.hallssignatureevents.com

Hamby Catering & Events
843-571-3103
www.hambycatering.com

Rosemary & Rye
843-834-4845
www.rosemaryandrye.com

Salthouse Catering
843-577-7847
www.salthousecatering.com

Southern Bear Catering
803-795-3558
www.southernbearcatering.com

AV/LIGHTING

Innovative Event Services
843-410-9888
www.iesproductions.com

PDA
843-554-3466
www.pdastage.com
jeff@pdastage.com

Fox Audio Visual
843-608-9473
www.foxaudiovisual.com
joseph@foxaudiovisual.com

BAR SERVICE

The Wandering Taps
484-241-6633
www.thewanderingtaps.com

Spike by Snyder
843-766-3366
gracej@snyderevents.com

DECOR

Snyder Event Rentals
843-766-3366
www.snyderevents.com

ENTERTAINMENT

EastCoast Entertainment
843-442-6549
www.bookece.com

PHOTO + VIDEO

Photogenic, Inc.
843-442-6549
www.cherryhillprograms.com

For commercial filming:
Half-day (min.) - \$2,500
Full day - \$5,000

For personal or commercial
photo shoots (2-hour min):
Hourly Rates: \$250 - \$550

SECURITY

Extra Duty Solutions
843-614-3875
www.extradutysolutions.com

Omega Guard Services
(843) 696-0844



Accessibility

Most event venues are handicap accessible. The hangar bays and flight deck are accessible by elevator.

Audio Visual & IT Services

A/V services must be contracted through our exclusive vendors when using our in-house A/V equipment. Patriots Point does not provide a technician. Lighting and production design must also be secured through our exclusive providers. Limited wireless internet for events is provided free of charge. Wireless access is available based on bandwidth availability. Internet speed or wireless connectivity is not guaranteed.

Candles

Open flames are strictly prohibited. Battery operated candles are recommended.

Clean-Up & Maintenance

The client and their vendors are responsible for leaving the museum in the same condition as found on arrival. All equipment, décor, debris or other materials must be cleared from the ship immediately following the event. Rental furniture may be off-loaded on the next business day.

If Patriots Point personnel determine that the post-event clean-up does not return premises to its prior condition, special maintenance services may be contracted by the museum and fees will be added to the client's final invoice.

Event Hours

Events may take place between 6:00 p.m. - 10:00 p.m., for a maximum of 4 hours. Furniture and décor set-up may begin after 3:00 p.m. on the event date. Event attendees must exit the ship at the conclusion of the event.

Furniture & Rental Equipment

Items such as specialty furniture must be contracted through our preferred vendors. A detailed drawing, including the number of pieces and proposed location, must be submitted no later than 30 days prior to the event.

Generators

If the client/vendor power request exceeds available power on the USS Yorktown, generators are permitted. Generators may be utilized and placed on the pier.

Hazardous/Inclement Weather

For the safety of all involved, should hazardous weather occur, severe thunderstorms or hurricane watches and warnings, Patriots Point reserves the right to mandate taking shelter, halt beverage service, and require bands or musicians to cease amplified music until the hazardous weather is deemed no longer be a threat by Patriots Point. In the event Patriots Point determines that hazardous weather requires the evacuation of the property for the safety of the guests, the event will be terminated and guests will be required to vacate the premises. Patriots Point reserves the right to cancel and/or relocate any event due to predicted hazardous weather. Patriots Point assumes no responsibility or liability for the weather conditions during your event and will make every effort to coordinate a safe back-up plan should inclement weather occur on the date of your event. In the event of hazardous weather, Patriots Point will relocate any event occurring on the flight deck, one-day prior to the scheduled event date.

Insurance

A certificate of insurance (COI) in the amount of \$1,000,000, is required from all vendors. The COI must include Patriots Point as additionally insured.

Load-In / Load-Out

Load-in/out for rentals must take place between 7:00 a.m. and 10:00 a.m., Monday- Friday. Patriots Point provides personnel to operate the ship's lift to assist in loading equipment from the pier before business hours. Catering and other vendor-related load-in may begin at 3:00 p.m. on the day of the event. Vendor load-out must take place immediately following the event. Rentals will be off-loaded the following business day. Patriots Point will confirm the schedule for all vendor load-in/out needs.

Museum Admission

Events beginning before the museum closes must pay general admission to the museum. Discount tickets may be purchased by contacting groupsales@patriotspoint.org.

Parking

Onsite parking is available at an hourly rate. Groups are encouraged to arrive by bus and/or Ride Share. Parking is managed by Palmetto Parking.

Political Affiliation

Patriots Point reserves the right to decline politically based events or cancel the event if political affiliation is not disclosed before contracting. Patriots Point does not directly or indirectly participate in partisan or political campaigns on behalf of any candidate or political issue, including but not limited to renting event space for candidate-related activities or make any type of donation in support of a political candidate. The museum reserves the right to solely determine whether proposals comply.

Promotional / Printed Materials

Patriots Point name, likeness, and/or trademarked logo may not be used without written approval by Patriots Point Event Sales and Marketing Department. All advertisements, brochures, pamphlets, programs and press releases must be approved prior to production. Approval of such materials shall not be unreasonably withheld. For invitations, please contact your Event Manager if you wish to include a picture of Patriots Point Naval and Maritime Museum in your invitation. Claims cannot be made that imply sponsorship, endorsement, or hosting of an event by Patriots Point. Under no circumstances will clients or their representatives be permitted to solicit or distribute written materials for any purpose on the ship without prior authorization. Any expected press coverage of your event must be approved by Patriots Point Marketing Department in advance.

Propane

Propane use is prohibited inside the vessel.

Security

Events over 100 guests require one security officer per 75 attendees. Clients are required to hire security through our preferred vendor list.

Set-up & Diagrams

All event layouts should be discussed with your Event Manager throughout the planning process. Proposed locations must not interfere with any exhibits or daytime museum operations and visitor flow. Compliance with all fire codes and regulations regarding public passageways is required. Doorways and exits are not to be blocked or obstructed. The event layout including vendor equipment, food and beverage locations and electrical needs for diagrams must be finalized with the Event Manager no less than 30 days prior to the event.

Signage

Event-specific signage, and its location, must be approved in advance. Tape of any kind is prohibited; zip ties, or magnets are recommended. Nothing can be attached, mounted, propped, or adhered to the USS Yorktown artifacts.

Smoking

Smoking anywhere on the vessel is prohibited. Smoking is restricted to the designated area under the main stairwell entrance.

Sound Amplification Regulations

All amplified sound must cease by 10:00 p.m. in accordance with the Town of Mount Pleasant. Sound level at Front of House (FOH) limit 95 dB during all shows with FOH at 100' from stage edge. Sound checks may be conducted after 5:00 p.m. on the event date.

Tenting

Tents and canopies must be rented from one of our preferred vendors. The proposed size and location of a tent/canopy must be approved by the Event Manger before contracting is completed with the rental company. Proposed locations must not interfere with any exhibits or daytime museum operations and visitor flow. A detailed drawing is required a minimum of 30 days prior to the initial event load-in date.

Touring

Self-guided tours are prohibited during evening events. Groups may make arrangements for guided tours by contacting: groupsales@patriotspoint.org.

Trash Removal

Caterers and vendors are responsible for the collection, off-loading and disposing of all trash that occurs as a result of the event. Dumpster space is limited, and in some cases the client and/or the caterer/vendor may need to provide additional dumpsters.

QUESTIONS?

Contact our **Events Department** today for more information or assistance booking your next event!

www.patriotspoint.org | eventrentals@patriotspoint.org

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