

LOWE

Facility Rental Information



UM Departments and Non-for-Profit Groups

Monday – Friday Rental Fees:

\$1,000 + all direct costs (including, but not limited to security*, linens**, equipment, AV needs, catering and custodial services)

Saturday – Sunday Rental Fees:

\$1,500 + all direct costs (including, but not limited to security, linens, equipment, AV needs, catering and custodial services)

Non-UM Departments and Non-Charity Groups

Monday – Friday Rental Fees:

\$1,500 + all direct costs (including, but not limited to security*, linens**, equipment, AV needs, catering and custodial services)

Saturday – Sunday Rental Fees:

\$2,000 + all direct costs (including, but not limited to security, linens, equipment, AV needs, catering and custodial services)

*Security Guard(s): \$160/guard for the first four hours (the required minimum). Museum determines the number of guards needed based on events needs, guest attendance, and galleries requested.

**Linen Rentals: \$25/linen

Basic gallery use fees, as well as staffing fees, are based on a minimum of three (3) hour reservation. Custodial Services are billed at a flat rate. In addition, staff time required for deliveries, rehearsals, set-up, and event clean-up will be invoiced accordingly based on your event needs. The museum reserves the right to schedule additional security as required for the event.

Note: All outside service providers and vendors must be in the University of Miami's vendor system, in addition to being approved by the Lowe, prior to being engaged for a rental event.

For additional information regarding your event, please contact eventslowe@miami.edu or call (305) 284-1540.