



CORPORATE EVENTS



MUSEUM OF
CONTEMPORARY ART
CHICAGO

220 E CHICAGO AVE
CHICAGO, IL 60611

events@mcachicago.org
312-397-4017

mcachicago.org/about/venue-rental

Photo: Stephanie Bassos Photography



CORPORATE OR NONPROFIT EVENTS & MEETINGS

Featuring spacious and flexible event spaces, the MCA provides a sophisticated and distinct backdrop for your company’s function. Our unique indoor/outdoor settings will impress your guests and inspire creativity among colleagues.

In addition, your guests will be just steps away from the MCA’s collection and special exhibitions, adding an artful twist to your event.

SPACE CAPACITY

MAIN FLOOR ATRIUM & TERRACE

Main Floor Standing Reception	500
with Upper Floors	700
with Outdoor Terrace & Upper Floors	1,000
Main Floor Seated Dinner	300
with Dancing	230





EDLIS NEESON THEATER

The state-of-the-art Edlis Neeson Theater is the perfect location for annual meetings, award ceremonies, private performances, product launches, film premieres, and more.

The 300-seat, wheelchair-accessible space features elegant oak-paneled walls and tiered seating, ensuring that everyone has the best seat in the house.

FEATURING

- 282 seats and 4 wheelchair-designated areas
- 14 rows with two side aisles
- 1 motorized projection screen with a 30 feet wide by 23 feet high projection surface
- 1 Green Room
- 2 Dressing Rooms



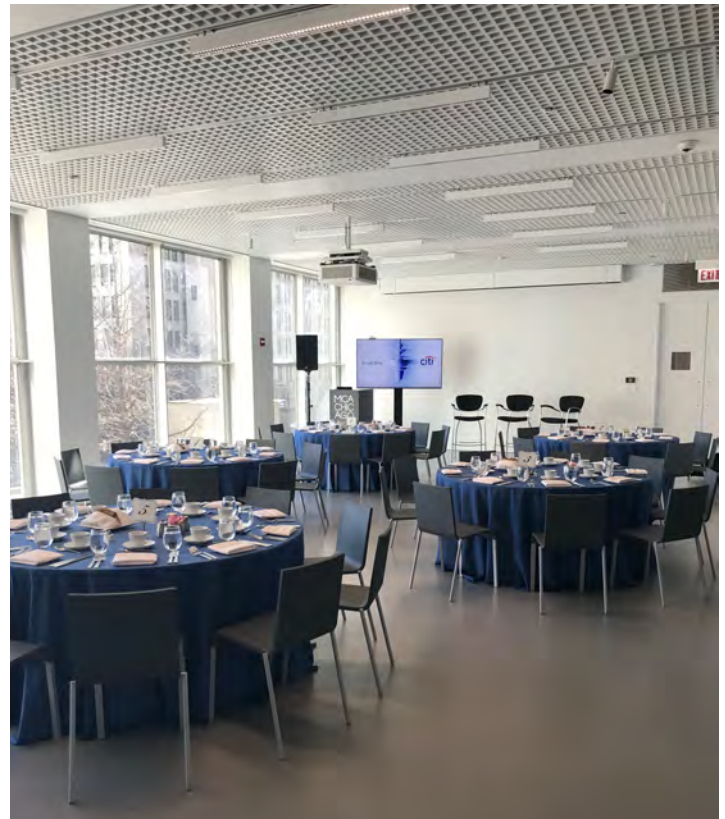


THE CROWN FAMILY ROOM

This 1,200 square-foot conference room is located on the MCA's third floor education wing, overlooking the Sculpture Garden and Lake Michigan to the East and the museum's 5-story Atrium to the West. Complete with built-in AV capabilities, this space is customizable and full of possibilities. Is your desired setup not listed?

Contact us and we'll see what we can do to accommodate.

Classroom Style	50
U-Shape	40
Theater Style	100
Rounds	60
Cocktail Style	100





VENUE PRICING

MAIN FLOOR Atrium & Terrace	4 HOURS*	5 HOURS* (6–11 pm)	6 HOURS (6 pm–midnight)	ADD UPPER FLOORS
100 Guests or Less	\$5,500	\$6,500	\$7,500	Starting at \$1,000
101–250 Guests	\$6,500	\$7,500	\$8,500	Starting at \$1,000
251–700 Guests	\$7,500	\$8,500	\$9,500	Starting at \$1,000
700+ Guests	Inquire for Pricing		*Any event, in the 4-hour or 5-hour time frame, that goes past 11pm, has an additional \$1000 fee.	

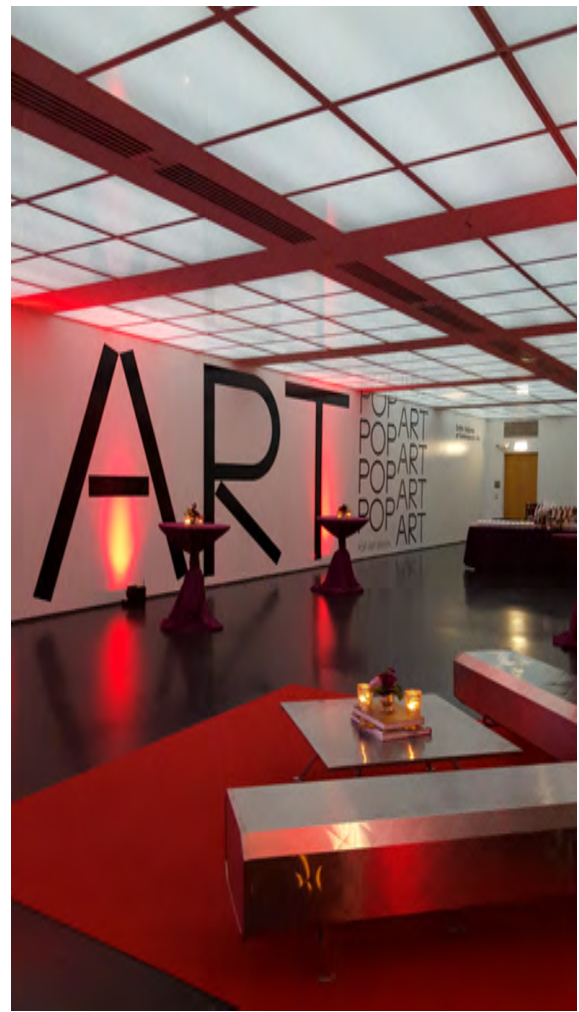
THEATER OR CONFERENCE ROOM

Edlis Neeson Theater	\$6,000	
Crown Family Conference Room Daytime	\$1,200 (up to 4 hours)	\$2,400 all day (9 am–5 pm)
Crown Family Conference Room Evening**	\$3,500 (up to 4 hours)	

*For up to 8-hours of use per day. Cost includes house sound, house lights, standard projection, and (2) A/V technicians. Addtl. A/V available. Inquire for quote. **Evening Crown Family Room events do not include access to MCA art galleries.

Please note:

- Sales tax or service charges do not apply to facility rental fees.
- Nonprofit organizations (501c-3) receive a 10% discount on the facility rental fee.
- Apart from Mondays, private events on the main floor can begin no earlier than 6pm.
- Events cannot extend past midnight.



GENERAL FAQs

Is there parking for my guests?

Yes! The MCA has a convenient public parking garage located at Chicago Avenue and Fairbanks Court. All guests and vendors are offered our flat-rate parking discount during your event. Guests can validate their parking at coat check during the event. Fully paid parking vouchers are also available for purchase. Please contact us for more details. Find additional information and directions to the MCA at mcachicago.org/visit/ directions.

Do you have any exclusive vendors?

Yes! MCA Catering is our exclusive in-house catering partner. All food and beverage (including alcohol) for your event must be purchased through MCA Catering. MCA AV is our exclusive vendor for audio and video services. Tenting for events must also be provided by our approved tenting vendor; additional lawn maintenance fees will apply when tenting the Sculpture Garden. Please contact us for more details.

What MCA staff will be on-site on my event day? Managers from the MCA Rental and MCA Catering teams will be on site from start to finish on your event day—from setup until every vendor leaves the building. The MCA also provides security, housekeeping, and a building engineer on-site during the hours of your event.

Are the art galleries open during my event?

Yes! When you rent the main floor for an event, self-guided gallery access is available until 10pm. Galleries on the upper floors can be opened for an additional fee. Food and drink are not permitted inside of the galleries. Renting the MCA Theater does not include gallery access. Renting the Crown Family Room only includes gallery access during museum operating hours.

Do you have tables and chairs?

The MCA is pleased to offer complimentary use of our tables and lounge furniture on site. We have 66-inch-round tables, high tops, café tables, and various lounge furniture pieces. Depending on your guest count, chairs may not be included in the rental fee. Please contact us for more details.

Is coat check available?

Yes! In our standard rental fee, complimentary coat check services are included.

Can we purchase gifts from the MCA Store for the event?

Yes! Our Corporate Gifting Program offers an exclusive selection of contemporary art- inspired gifts that reflect the innovation and creativity of our museum. Corporate gifts are more than just tokens of appreciation - they are an opportunity to uniquely engage with your guests and leave a lasting impression. Please inquire for more information.

Is setup or breakdown time included in my rental fee?

Yes! We allow vendors to begin loading in one-and-a-half hours prior to the start of your event (ex. 4:30 pm for a 6 pm start). We also include one-and-a-half hours of breakdown once your event ends. If your vendors require an extensive setup or breakdown, please notify us to discuss their specific needs. We will do our best to accommodate.

Is the MCA wheelchair accessible?

Yes! The MCA has accessible entrances, elevators, and restrooms.



GENERAL FAQs CONT.

Can I set up a site visit?

Yes! We would be happy to set up a personal site visit to show you the museum and discuss your event. Site visits take place Tuesday-Thursday during office hours (10am-4:30pm). Please contact us to set up a time. A 360-Virtual Tour available upon request.

What is required to book my event at MCA?

The museum requires a 50% nonrefundable deposit with a signed facility rental contract. Your final facility rental balance is due six weeks prior to your event. MCA Catering also requires a signed catering contract and a nonrefundable deposit at the time of booking. Catering must be paid for in full by the week prior to your event.

Do you have any preferred hotel partners?

Yes! The MCA is pleased to have preferred hotel partners, such as the Park Hyatt Chicago, The Whitehall Hotel, Aloft Mag Mile, The Robey, and Sonesta Suites Chicago Downtown Magnificent Mile. Please contact them directly for rates and availability. Be sure to mention that you are hosting your event at the MCA.

PARK HYATT®

hyatt.com

