

A Timeless Venue for Memorable Events

NATIONAL WATCH & CLOCK MUSEUM





National Watch & Clock **MUSEUM**

514 Poplar Street, Columbia PA | (717) 684-8261

museum.nawcc.org

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Welcome your guests to a unique, elegant venue in *Columbia, Pennsylvania.*

The National Watch & Clock Museum holds the premiere collection of watches and clocks from around the world. It contains more than 13,000 horological items, the largest collection in North America.

These beautiful, historic timepieces are housed in a building equally distinguished. From the graceful columns at the entrance to the majestic rotunda in the atrium, the Museum is the ideal setting for your memorable event.

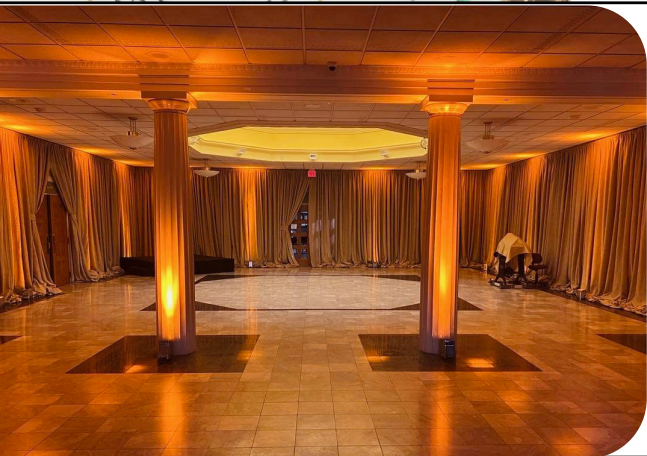


The Museum regularly hosts cultural and community-building events as well as private functions. It is a timeless backdrop perfect for corporate events, weddings, galas, and private parties.

Nestled in the heart of Columbia, the Museum is proud to be a member of this vibrant community of restaurants, shops, historical sites, and river trails. The Museum is conveniently located near US Route 30, with easy access to Lancaster, York, and Harrisburg.



Time to Plan Your Event!



ATRIUM

Our most spacious area features a beautifully painted dome adorned with classic architectural details, a marble floor, adjustable lighting, a grand piano, and antique clocks.



THEATRE

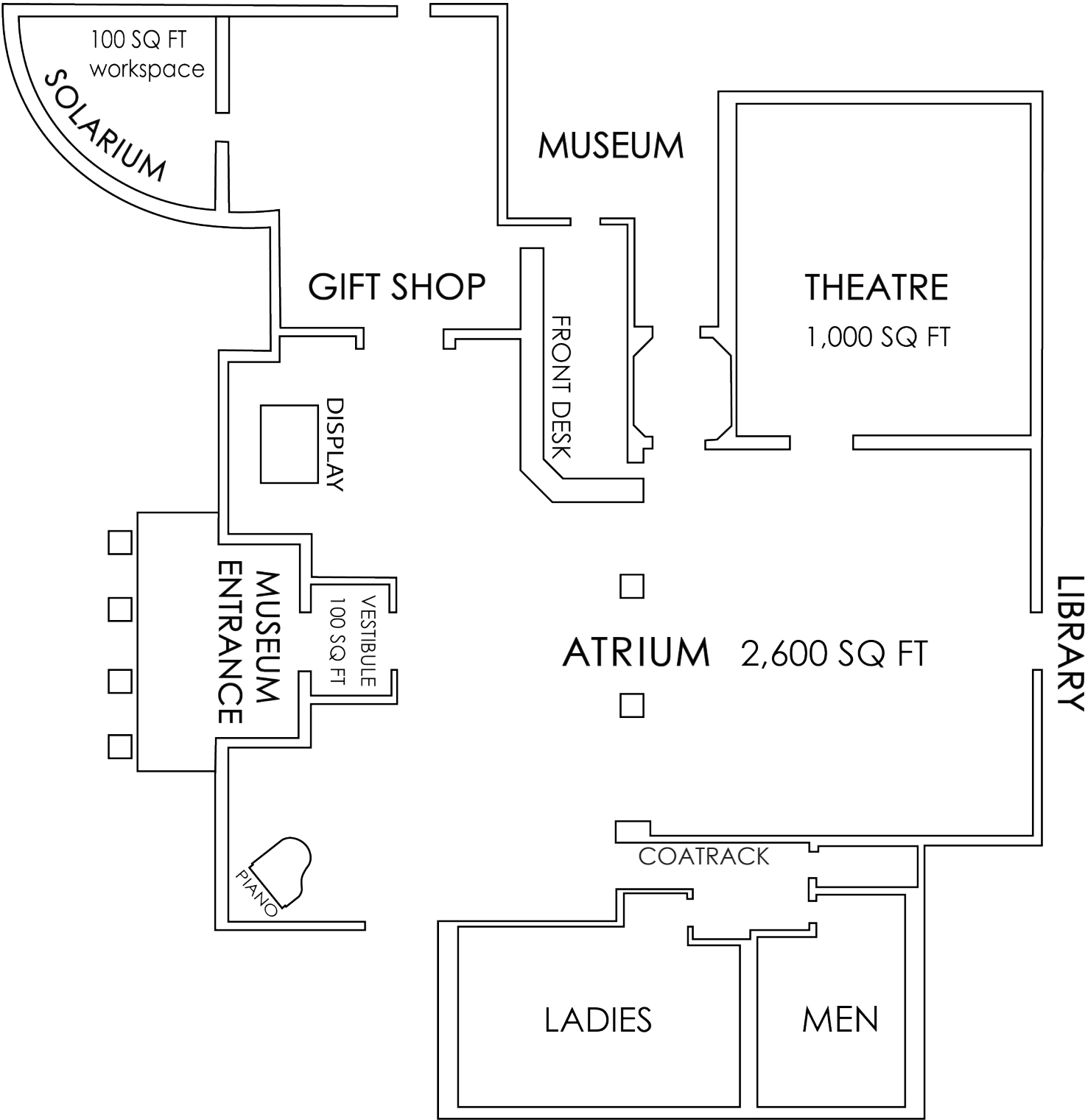
Perfect for presentations, the theatre has a projector and wireless video casting, surround sound multi-speaker audio, and a podium with microphone. Enjoy a backdrop of sophisticated, old-world ambiance, where timeless elegance meets modern functionality.



CONFERENCE ROOM

An elevator provides easy access to this second-floor meeting room, great for small gatherings. The room features a long conference table, 70-inch monitor, antique clocks, and a small kitchenette.

FLOOR PLAN



EVENT PRICING

Premium Facility Rental | \$1,600

Occupancy: 125 guests (seats 100 comfortably)
4-hour Block

- Access granted to the Atrium and Theatre
- Rental block includes setup and teardown time.
- Chair upgrades available.
- Additional event time will be charged at the rate of \$100.00 per hour.



Basic Facility Rental | \$800

Occupancy: 50 guests
4-hour Block

- Access granted to the Atrium
- Rental block includes setup and teardown time.
- Additional event time will be charged at the rate of \$100.00 per hour.

All rental packages can be customized to suit your needs and accommodate your budget.

Note: The Museum remains open to the public during rentals scheduled between 10:00 a.m. and 4:00 p.m. Access to the Museum after normal business hours may be added as an upgrade to all rentals for an additional fee.

Theatre Rental | \$300

Occupancy: 80 guests
4-hour Block

- Access granted to the Theatre only
- Rental block includes setup and teardown time.
- Access to AV equipment (podium with microphone, projector, screen...)
- Additional event time will be charged at the rate of \$100.00 per hour.

Conference Room | \$200

Occupancy: 20 guests (seats 16 comfortably)
4-hour Block

- Access granted to the Board Room on the second level with use of the kitchenette (refrigerator, coffee maker, sink...)
- Rental block includes setup and teardown time.
- Additional event time will be charged at the rate of \$50.00 per hour

AMENITIES

Tables: We offer an assortment of table sizes to suit your event, including elegant round tables, versatile rectangular tables, and stylish high-tops for mingling and cocktail service. Included in all packages.

Linens: All tables come with high-quality black linens.

Chairs: All events include the use of our standard black-padded chairs. Chair upgrades are available for Premium event rentals.

AV Equipment: Full audiovisual setup is available for presentations and entertainment including microphones, a projector, and screen. For theatre use only.

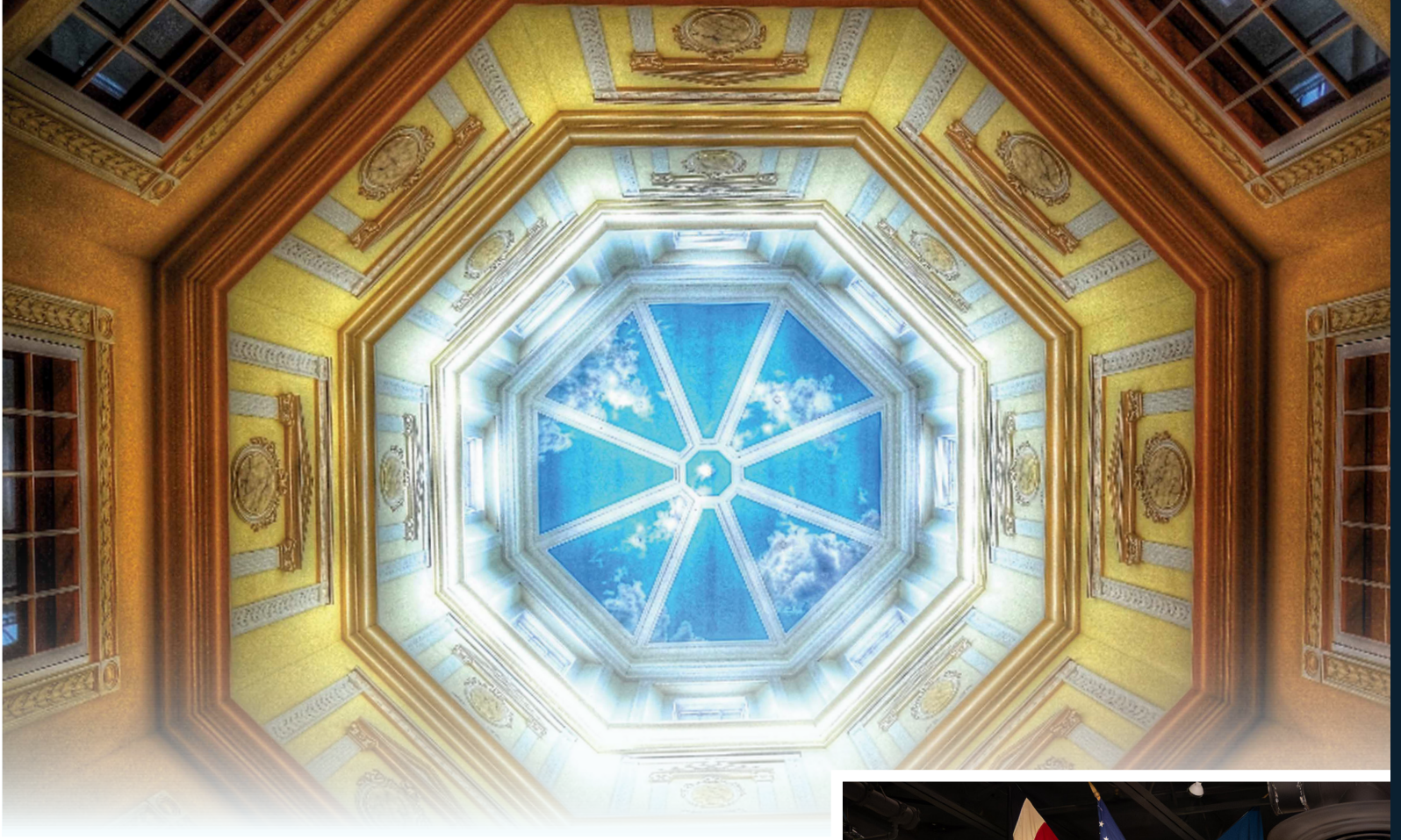
Lighting: Adjustable lighting to set the perfect mood for your event.

Parking: Ample on-site parking space for 50 vehicles, with plentiful street parking also available.

Grand Piano: Perfect for enhancing your event with live music.

Free Wifi available.





UPGRADES & DISCOUNTS

- Museum tour led by an experienced Museum docent
- Museum open for self-guided tours
- Engle clock demonstration
- Behind-the-scenes tour of the Museum's conservation workshop
- Cartoon clock photo-op board
- 25% discount for nonprofits

Additional fees may apply – contact the Museum for details.



RESERVATION & CANCELLATION

- A signed copy of the Facility Rental Agreement must be returned to the Museum with a nonrefundable 25% down-payment at the time of reservation. The remainder of the balance will be due at the conclusion of the event.
- Should you choose to cancel the event, you will receive a refund of any additional submitted payments.
- A valid credit card number to be used for damages, billing, and other unforeseen costs will be collected at the time of reservation. This credit card will not be charged without notice from the Museum.



CATERING & VENDOR SERVICES

The client may choose any catering service they desire with preapproval from the Museum.

All vendors must provide a certificate of liability (COL) listing NAWCC, Inc. as additional insured.



Ready to book your special event?

1. Explore the possibilities in our rental packet.
2. Schedule a site visit or consultation.
3. Submit the reservation form and deposit.
4. Submit the remaining balance by your event conclusion.
5. Enjoy a memorable event at the Museum!

Contact us!

National Watch & Clock Museum

Ph: 717.684.8261

Email: events@nawcc.org



**Thank you for considering the
National Watch & Clock Museum
as your venue!**



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