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## PARTHENON HOUSE RULES

### APHRODITE EVENTS

The Parthenon is one of Nashville's most treasured landmarks, and when you become a member of *The Conservancy for the Parthenon and Centennial Park*, it could be the location for your memorable event!

#### Provisions

For a membership fee of \$850, the facility will provide the following:

- Exclusive use of Parthenon's Outdoor Plaza and 2 Upper Porch levels for your event (300 guests maximum)
- Access to Parthenon lobby and restrooms
- Access to 2 electrical plugs (110 v). The park electrician can provide 220 v outlets for an additional \$100
- One museum staff person and one Park Police officer (The staff is present to protect the building and its contents, answer questions and monitor event)
- Event set-up as early as 4 pm. The event must conclude by 11 pm. (Daytime hours may be available on Sundays and Mondays.)
- The assistance and expertise of the Parthenon's Event Coordinator
- **Your membership fee is 100% tax-deductible and includes other member privileges outlined in a Champion Membership.**

#### Fees and Booking Facility

A date may be put on hold for 30 days. To retain the date, the user must complete the following before the end of the 30 days: 1) provide the security deposit of \$1,000 and 2) complete an application, to be submitted to the Parthenon Event Coordinator for approval. If the event is cancelled less than 60 days prior to the date of event, the deposit is forfeited.

The full Aphrodite fee is due 30 days prior to your event. The deposit will be refunded after the event, provided all guidelines have been followed.

#### Upgrading

User may upgrade from Aphrodite membership to Olympian membership (\$3,500), in order to use the interior of the Parthenon. Such arrangements must be made at least a week prior to your event date. Note that the full amount of upgraded membership is tax-deductible.



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### User and Vendor Guidelines

- The user should appoint one individual to be the Contact Person. Contact Person should be present for preliminary and final walk-through and also be present to accept and supervise deliveries and setup / take down /cleanup of event. Parthenon staff will deal directly with the Contact Person. A post-event walk through with the user or Contact Person and Parthenon staff will determine the return or retention of the deposit, based on the following check list:
  - a. All dirty dishes, linens and flatware must be removed at the end of the event.
  - b. All trash and garbage must be placed in designated areas.
  - c. All equipment and decorations must be removed from Plaza area and porches.
- Events with sound amplification and/or tents will need to apply for a special permit from the Metro Parks Board. The Parthenon Event Coordinator will assist with these arrangements.
- No confetti, glitter, birdseed, rice or non biodegradable items may be thrown in the Plaza area or on the grounds.
- All areas of the Parthenon must be accessible to staff at all times during event.
- The following rules accompany permission to serve alcoholic beverages.
  - a. Selling of alcohol is prohibited.
  - b. The user has the responsibility to adhere to all state and local regulations governing the consumption of alcohol
  - c. It is understood that alcoholic beverages will be served with accompaniment of substantial food.
  - d. Metropolitan Government of Nashville assumes no liability for the actions of individuals as a result of permission to serve alcoholic beverages. The user is responsible for the behavior of guests.
  - e. A licensed bartender must serve all alcoholic beverages and must be in attendance at the bar at all times.
  - f. All beer must be served from a bottle, glass or can. Kegs are not allowed.
  - g. Individual guests may not bring alcoholic beverages onto the premises or take poured beverages off the party site.
  - h. Alcoholic beverages may be served only during specified hours of event.



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- i. Alcohol may not be served at student-sponsored events.
  - j. If alcohol is served, bars must close 30 minutes prior to the end of the event.
- All vendors (e.g. caterers) must have proof of liability insurance. If using a vendor who does not appear on our Preferred Vendors List, please submit insurance with application.
  - Only non-profit organizations may hold events where admission is charged. All ticket sales must occur in advance and off-site. No tickets may be sold on property.

#### Disclaimers and Site Limitations

- The safety of our patrons and staff is of the highest priority. We reserve the right to reschedule an event due to weather conditions.
- In an outdoor venue, potential sound interference from traffic, aircraft, sirens etc. cannot be controlled.
- Centennial Park is open to the public at all times, and there may be other events in the park. However, the public will **not** have access to the Parthenon's Plaza, porches or restrooms. The Parthenon's Event Coordinator will advise user of any scheduled events taking place in Centennial Park at the same time.
- Centennial Park's parking lots are also shared areas. Parking on the grass is prohibited and subject to towing.
- The Parthenon has no catering kitchen. See staff for access to water.
- The Parthenon has no dressing rooms other than the public restrooms in the lobby.
- Plaza area is not covered and use of the inside of the museum is not an option at this membership level. We advise user to have a Rain Plan.

**Any action by the user/guest that endangers the Parthenon or its contents or is in conflict with these event rules, applicable park ordinances or safety guidelines will result in the immediate forfeiture of the deposit, and may result in early termination of the event.**