



# FAQ on Renting Curran Hall

## **Do I need permission to use Curran Hall for my bridal, senior year, or family portraits?**

Yes, you do. All photo sessions during regular office hours are \$50.00. Session after hours that require access to the building are \$150.00 per hour. This is fee covers our staff time or liability costs. Simply e-mail [shelle.stormoe@quapaw.com](mailto:shelle.stormoe@quapaw.com) to ask permission. You can also call 501-371-0075 ext. 3, Monday - Friday from 8:00 a.m. to 12:00 p.m. If we have an evening event scheduled, the staff may be in at another time on a given day. We need 24 hours' notice before your session and we ask that you pay your photography fee in advance on the donation portal on our website. We cannot respond to requests that give us less than 24 hours' notice. Also, our staff does not answer e-mail on the weekends. If you request comes in on Saturday or Sunday, expect a delay in response of 24-48 hours.

## **How many people can you accommodate for events?**

It depends. If you are planning an event that requires tables and seats for each guest, we can accommodate about 50 people. If you plan a buffet-style event that does not require tables and chairs for each person, we can accommodate up to 120. We can accommodate more for "sit down" events if you rent tents that are placed on the back lawn, but the maximum is about 80 people.

## **What does it cost to rent Curran Hall?**

\$150.00 per hour for private events. \$75.00 per hour for verified non-profits. We also require a \$200.00 deposit on the day you request your event date. We will apply this amount to the overall total.

## **Do you require the use of specific caterers?**

No, we do not.

## **How does set up and take down work for my event?**

We highly recommend that renters tour the site in advance of the event to discuss logistics with the staff. Once the staff understands your needs, they will setup for your event (tables, chairs, table cloths). Staff will not set up food, drink, or special needs (like chair covers). Staff will take down tables and chairs, but renters are responsible for removing all leftover food from the premises and clean the kitchen area.

## **Does Curran Hall have a full kitchen?**

No. Our kitchen has a sink and a refrigerator, but no stove top or oven.

## **Why can't my guests wear high heels inside Curran Hall?**

Because the floors are over 150 years old, or they are covered by a hand-painted floor cloth. High heels dig into our delicate wood floors, and damage our floor cloth.

**Can I rent the entire building for a day-time event?**

The short answer is no. Because Curran Hall doubles as the Little Rock Visitor's Center, the only portion of the building rentable during the day-time hours are the parlor and dining room on the west side of the building. The east side of the building must be open to the public during regular business hours, Monday-Saturday from 9-5 and Sunday from 1-5.