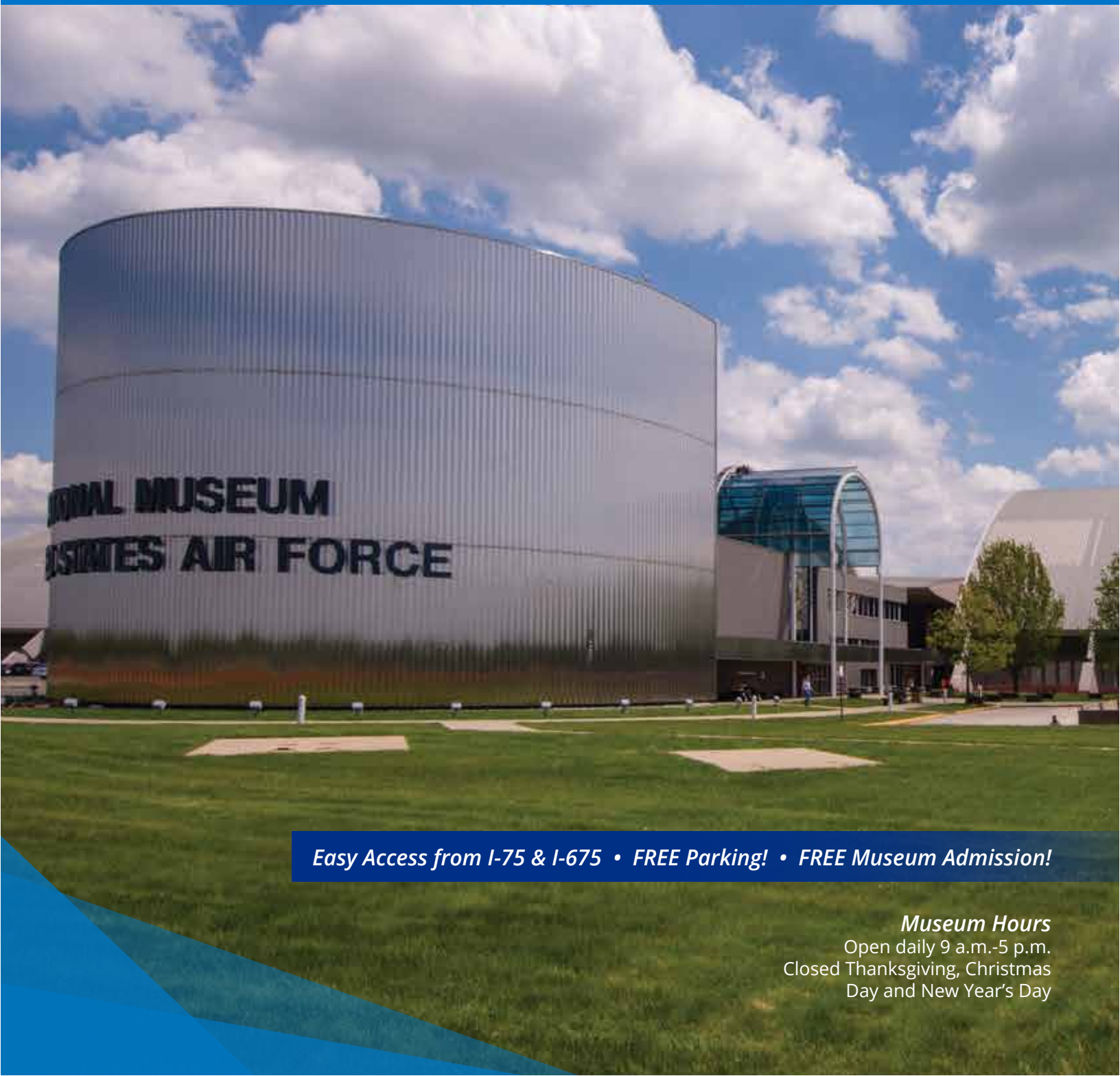




# PRIVATE EVENT GUIDE

UNIQUE SPACES, EXTRAORDINARY EVENTS



*Easy Access from I-75 & I-675 • FREE Parking! • FREE Museum Admission!*

#### *Museum Hours*

Open daily 9 a.m.-5 p.m.  
Closed Thanksgiving, Christmas  
Day and New Year's Day

# UNIQUE SPACES

## UNIQUE SPACES, EXTRAORDINARY EVENTS

The Air Force Museum Foundation offers exceptional service at an extraordinary location — the National Museum of the U.S. Air Force™.

Ten individual spaces located inside the nation's largest military aviation museum offer unique but convenient venues for hosting a variety of events. An entire Museum right outside your meeting space, allows you to distinguish your event at an extraordinary location!

- Dinners
- Promotion or Retirement Ceremonies
- Award Ceremonies
- Seminars
- Organizational Events
- Training Sessions
- Executive Meetings
- Project Rollouts
- Team Building
- Video Releases



AIR FORCE MUSEUM  
**FOUNDATION**



*Give us a call today to plan your next event!*

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# CARNEY AUDITORIUM

*A perfect space for  
large or small meetings  
or demonstrations.*

The **CARNEY AUDITORIUM** is located at the end of the Air Force Museum Store.

- Private space
- Seats 490 people
- Hours: 8:00 a.m. - 5:30 p.m., 7 days a week  
After hours available\*
- Theater-style cushioned seats
- Limited wheelchair accessibility
- Elevated stage (steps)
- Two podiums
- Hardwired microphone at podium 1;  
wireless microphone at podium 2
- Projector/laptop connection available
- Two entrances/exits on 1st floor and via elevated stage
- Public access WiFi
- U.S. and Air Force flags on stage
- Two tables with covers, 8 chairs, 2 ceremonial stage chairs
- Food and beverages are permitted in authorized areas; coordinated through  
Air Force Museum Foundation Event Office by an approved caterer\*
- Two trash receptacles

**Options:**

- Registration, gift, proffer tables and easels are available for a support fee
- Audiovisual (AV) specialist available to operate equipment for a support fee

*\*additional support  
fee required*



# AIR FORCE MUSEUM THEATRE

The **AIR FORCE MUSEUM THEATRE** stage can accommodate live music or performers, as well as podiums, tables, or backdrops.

- Private space
- Capacity 400 people
- Hours: 8:00 a.m. – 5:30 p.m., 7 days a week  
After hours available\*
- Stadium, theater-style cushioned seats
- Limited wheelchair accessibility (top row only, 10 spots)
- Limited stage area between 1st row seating and screen
- Portable podium and microphone available
- Two entrances on main level — stairs required to this area
- Exit at top of theatre — stairs required to this area
- Public access WiFi
- U.S. and Air Force flags displayed in room
- Two tables with covers, 8 chairs, 2 ceremonial stage chairs
- Food and beverages are permitted in authorized areas; coordinated through Air Force Museum Foundation Event Office by an approved caterer\*
- Two trash receptacles

*Six-story giant screen  
with breathtaking  
custom surround sound.*

## Options:

- Theatre only
- Theatre with staging, set-up and audiovisual support
- Theatre with film presentation

*\*additional support  
fee required*



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# BOARDROOM

*A perfect space  
for your team meeting  
or training.*



## **NATIONAL AVIATION HALL OF FAME BOARDROOM**

Located on the second floor inside the National Aviation Hall of Fame.

- Available 9 a.m.-5 p.m. (6 days a week)
- Early arrival available after 8:00 a.m.\*
- Private room with 2 entrances/exits
- Capacity 15-30 people; conference table set-up in U-shape
- Projector and screen
- U.S. and Air Force flags displayed in room
- Food and beverages are permitted in authorized areas; coordinated through Air Force Museum Foundation Event Office by an approved caterer\*
- Public access WiFi
- One trash receptacle

*\*additional support  
fee required*



# STEM LEARNING NODE

## CRAIG WILLAN PRESIDENTIAL STEM LEARNING NODE

Located in the fourth building.

- Available 9 a.m.-5 p.m., 7 days a week
- Early arrival available after 8:00 a.m.\*
- Private room with three entrances/exits
- Seating for 36; hexagon tables with 36 chairs
- Can be reconfigured to a max capacity of 50 people without tables\*
- One podium – no mic needed
- Large television/projector — laptop display available; interactive whiteboard available
- Public access WiFi
- Food and beverages are permitted in authorized areas; coordinated through Air Force Museum Foundation Event Office by an approved caterer\*
- One trash receptacle

*Connect and  
collaborate in a  
quiet space.*

*\*additional support  
fee required*





# STEM LEARNING NODE

*State-of-the-art  
communication  
space.*

## RESEARCH & SPACE STEM LEARNING NODE

Located in the fourth building.

- Available 9 a.m.-5 p.m., 7 days a week
- Early arrival available after 8:00 a.m.\*
- Semi-private room with one entrance/exit
- Seating for 36 – round tables with 36 chairs; can be reconfigured to max capacity of 50\*
- One presenter's interactive whiteboard and six-station interactive whiteboard — your computers may be used with whiteboards
- No mic required in room
- Public access WiFi
- Food and beverages — including water — are *not* permitted in this space
- One trash receptacle

*\*additional support  
fee required*



# LEARNING CENTER

*Natural light and an amazing view of the World War II Gallery.*

The **LEARNING CENTER** is located on the second floor near the entrance to the Valkyrie Café.

- Available 8:00 a.m.-5 p.m., 7 days a week
- Private room with one entrance/exit
- Seating for 48 – hexagon tables with 48 chairs
- Can be reconfigured to a maximum capacity of 80 people without tables\*
- One podium – no mic needed
- Large television monitor/projector SMART Board; laptop connection available
- Public access WiFi
- Food and beverages are permitted in authorized areas; coordinated through Air Force Museum Foundation Event Office by an approved caterer\*
- One trash receptacle

*\*additional support fee required*





# CENTER STAGE

**CENTER STAGE** is located in the second building between the Korean War and Southeast Asia War Galleries.

- Available after hours only
- Dinner-style seating for 500 with round tables
- Concert/ceremony seating for 1200 with stage
- Second building galleries open for self-touring
- U.S. flag hanging in gallery
- Audiovisual setup for projection onto screen, pre-recorded music, and specialty lighting\*
- Limited stage area with blue skirting; no ADA stage access
- Black wall for behind stage; 2 stage chairs, and 3'x6' skirted table
- Podium and microphone (maximum of 4 microphones)
- Public access WiFi
- Food and beverages — including alcohol — are permitted in this space; coordinated through Air Force Museum Foundation Event Office by an approved caterer.\*

*A unique venue  
for your next dinner,  
ceremony, or concert.*

*\*additional support  
fee required*



# PRESIDENTIAL GALLERY

The **PRESIDENTIAL GALLERY** is located in the fourth building.

- Available after hours only
- Dinner-style seating for 300 with round tables
- Concert/ceremony seating for 800 with stage
- Fourth building galleries open for self-touring
- U.S. flag available
- Limited stage area with blue skirting; no ADA stage access
- Black wall for behind stage, podium, 2 stage chairs, and 3'x6' skirted table
- Audiovisual setup; pre-recorded music and microphone through portable sound system\*
- Public access WiFi
- Food and beverages — including alcohol — are permitted in this space; coordinated through Air Force Museum Foundation Event Office by an approved caterer.\*

*A first-rate space for corporate gatherings, reunions, or ceremonies.*

*\*additional support fee required*



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# SPACE GALLERY OVERLOOK

The **SPACE GALLERY OVERLOOK** is located on the second floor in the fourth building.

- Available after hours only
- Dinner-style seating for 60 with round tables
- Reception only for 100 people
- Fourth building galleries are open for self-touring
- U.S. flag available
- No stage setup, but podium with microphone and music are available\*
- Public access WiFi
- Food and beverages — including alcohol — are permitted in space; coordinated through Air Force Museum Foundation Event Office by an approved caterer.\*

*Offer your guests an amazing view of the Space Gallery and the entire fourth building*

*\*additional support fee required*



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# TOURING RECEPTION

The **TOURING RECEPTION** allows you to select the Gallery of your choice for your next reception.

- Available after hours only
- Reception style only for up to 300 people, depending on selected area; no table seating
- Podium with microphone, and pre-recorded music through portable sound system.\* No stage setup.
- Building galleries where reception is held are open for self-touring
- Public access WiFi
- Food and beverages — including alcohol — are permitted in this space; coordinated through Air Force Museum Foundation Event Office by an approved caterer.\*

*Make your event a  
part of history.*

*\*additional support  
fee required*





# ENHANCE YOUR EVENT

## CUSTOMIZE YOUR FLIGHT PLAN

With awe-inspiring artifacts and exhibits, the National Museum of the U.S. Air Force™ attracts aviation enthusiasts and visitors from around the world. Enhance your meeting or event by including some of these popular add-on activities:

### *Museum Tours*

Allow our knowledgeable docents to take your group on a tour. Scheduled gallery tours are available.

### *Scavenger Hunts*

These make great team building exercises and are a great way to enjoy the artifacts and exhibits throughout the Museum.

### *Enjoy a Movie\**

Attend one of our scheduled daily movies or screen a film of your choice before 11 a.m. or after hours.

### *Ride the Simulators\**

Strap in tight and prepare for takeoff! With everything from mild to wild, even full Virtual Reality, four simulators are available in the second and fourth buildings. Discounted group rates are available.

### *Refresh and Refuel\**

Enjoy meals, snacks and beverages at the **Valkyrie Café** on the second floor above the **Air Force Museum Store**, or the **Refueling Café**, on the second floor accessible from the elevator/stairs in the Missile Gallery.

### *Capture your Experience\**

Let us snap your group photo in front of the green screen and select your favorite aviation background.

### *Take the Experience With You\**

From toys to apparel to books and decor, find souvenirs and gifts for everyone in the **Air Force Museum Store**. Gift cards are available in various amounts to purchase for your group.



*\*these items require additional fees*

APPROVED

# CATERING

To ensure great service, we have partnered with six outstanding **CATERERS**, providing quality food at a variety of price points to suit the needs of every guest — from elegant galas to casual gatherings.

- Please select from this list of approved caterers. Note, due to liquor licensing requirements, all alcohol must be handled through the Wright-Patt Club and served after 5 p.m.



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## Valkyrie Café

is located in the Museum,  
and has a limited catering  
menu for luncheons.

Gary Beisner, 937.255.5670  
GBeisner@afmuseum.com



Jennifer Leopold  
937.559.4590

KOHLER  
CATERING

Sue Delaney  
937.291.3600

## Wright-Patt Club

Pamela Denny  
937.522.2166



Adam Baumgarten  
937.898.2761



HOPE HOTEL  
& RICHARD C. HOLBROOKE  
CONFERENCE CENTER

937.879.2696



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The Air Force Museum Foundation, Inc. was chartered in 1960 as a 501(c)(3) non-profit organization with the purpose of assisting the National Museum of the U.S. Air Force™ (NMUSAF) in its efforts to tell the Air Force story and inspire and educate our youth. The NMUSAF is a USAF facility that is funded by the Air Force only for normal operations and maintenance costs. The Foundation assists in the development and expansion of the facilities of the NMUSAF by providing funds for special projects and programs involving a wide range of activities geared toward education, volunteer support, special events, and promotional efforts.

When you host your event at the Museum, make a purchase in the Museum store, buy a ticket for an attraction, enjoy something to eat or drink in the Cafés, or become a *Friend of the Museum*, you are directly supporting the Museum — thank you.

Visit us online at **[afmuseum.com](http://afmuseum.com)**.

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