



DELRAY BEACH  
HISTORICAL SOCIETY  
and HERITAGE GARDENS



# CAMPUS RENTAL OPPORTUNITIES

Make your next special occasion unique and memorable  
by hosting your event on our historic campus.



Welcome to the Delray Beach Historical Society, located in the heart of downtown Delray Beach on Swinton Avenue. Our charming and historic one-acre campus offers a unique setting for your special events, including celebrations, corporate functions, seasonal meetings, and family or school reunions. Explore our beautiful Florida-native Heritage Garden, historic cottages, and lush garden paths.

We look forward to showing you around our campus.

## VENUE FEATURES

- **Location:** We are in the heart of downtown Delray Beach, surrounded by the Old School Square Historic Arts District.
- **Facilities:** A unique and charming “history village” setting in the heart of Delray Beach with an acre of native heritage gardens, a wraparound covered porch, lush garden paths, a 2,000 sq. ft. brick patio, a 2,100 sq. ft. lawn area.
- **Amenities:** Ample parking across the street at Old School Square parking garage, professionally lit campus, campus sound system, ADA compliant pathways and access to our 3 historic cottages and restrooms.





## **Rental Packages October 1st – May 31st**

**For Parties of 70 – 250 People (Up to 8 Hours-including set up/tear down)**

- **Full Campus Rental: \$3000**
  - Tent permitting fee (when applicable)
  - Access to Royal Poinciana Patio, Lawn, and three historic cottages
  - Pre-event meeting on campus
  - Cleaning fee
  - Sound system on Royal Poinciana Patio
  - DBHS staff member in attendance for event
  
- **Partial Campus Rental: \$1500**
  - Use of Royal Poinciana Patio or Lawn
  - Access to history exhibits
  - Pre-event meeting on campus
  - Cleaning fee
  
- **North Lawn Ceremony Package: \$1700**
  - Use of Lawn for ceremony
  - Permitting fees for tent on Lawn
  - Access to history exhibits
  - Pre-event meeting with DBHS staff
  - Cleaning fee
  - Rehearsal time prior to ceremony



### **For Small Gatherings of 20 – 60 People (2 – 3 Hours)**

- **Full Campus Rental: \$1500**
  - Similar to the full campus rental for larger parties, with price adjustments for smaller group size
  
- **Partial Campus Rental: \$800**
  - Not available for parties over 70 people
  - Use of Royal Poinciana Patio or Lawn
  - Access to history exhibits
  - Pre-event meeting at DBHS campus
  - Cleaning fee
  
- **North Lawn Ceremony Package: \$1000**
  - Use of Lawn for ceremony
  - Permitting fees for tent on Lawn
  - Access to history exhibits
  - Pre-event meeting with DBHS staff
  - Cleaning fee
  - Rehearsal time prior to ceremony





## Small Corporate Retreat, Seminar or Meeting Space

- **Two-hours-Half Day: \$300**
  - Includes tables, chairs, lite refreshment station, on-site staff, use of one cottage and outdoor space
- **Full Day: \$600**
  - Includes tables, chairs, lite refreshment station, on-site staff, use of one cottage and outdoor space
- **Inquire about multi-day events and summer availability**

## ADDITIONAL INFORMATION

### Catering Options

The Delray Beach Historical Society has partnered with approved caterers to provide exceptional catering services tailored to your event. If you wish to bring your own caterer, this can be arranged prior to your event.

- **CateringCC:**
  - Specializes in Floribbean Cuisine
  - Website [www.cateringcc.com](http://www.cateringcc.com)
  - Contact: (561) 704-5217
- **Chez Gourmet:**
  - High-end catering with on-site preparation for fresh, flavorful, and beautifully presented dishes
  - Website: [Chez Gourmet](#)
  - Contact: (561) 740-9690
- **Bold Events & Catering:**
  - DBHS in-house catering ideal for small to mid-size gatherings
  - Contact: Liz Bold at (561) 309-3116

### Booking and Payment Guidelines

- **Booking:** Contact Liz Bold at 561-309-3116 to check availability and schedule a pre-event meeting. Or email: [programs@delraybeachhistory.org](mailto:programs@delraybeachhistory.org)
- **Deposit:** A non-refundable deposit of \$150 is required to secure your booking and will serve as an administrative fee if cancellation occurs.
- 50% deposit due 6 weeks prior to event.
- **Payment:** Full payment is due 10 days prior to the event.
- **Cancellation Policy:** Cancellations 30 days prior to your event will receive a refund of the 50% deposit. After 30 days, cancellations are nonrefundable.

### Frequently Asked Questions (FAQs)

- **What is included in the rental fee?**
  - The rental fee includes access and facility use of our historic village as specified in each package, a pre-event consultation, campus grounds preparation and cleaning fees. The Lawn package includes permitting fees for tents should a tent be needed.
- **Can I bring my own decorations?**
  - Yes. All decorations must be approved by the DBHS staff.
- **Is there a noise restriction?**
  - Yes. Events must comply with local noise ordinances.
- **Are there any additional fees?**
  - Yes, additional fees will apply for tent, table and chair rentals, catering, and other optional services required or requested for your event.

### Contact Information

For more information or to book your event, please contact us at:

- **Phone:** Liz Bold (561) 309 3116
- **Email:** [programs@delraybeachhistory.org](mailto:programs@delraybeachhistory.org)
- **Address:** Delray Beach Historical Society, 3 NE 1<sup>st</sup> Street Delray Beach, FL 33444

We look forward to helping you create a memorable event at our historic venue!