



Thank you for your interest in the California African American Museum (CAAM) and for scheduling your event at our facility. I hope that the facility policy attached provides you with the information needed in planning your event at the Museum.

CAAM researches, collects preserves and interprets the contributions made by African Americans to world history and culture. What an incredible backdrop to hold that extraordinary Facility Rental, providing a culturally enriching, educational experience.

CAAM's 44,000 square feet facility houses three galleries, a 13,900 sq. ft. glass ceiling Sculpture Court, a 2,900 sq. ft. Conference Center (with full kitchen), and a Research Library. The Museum can accommodate groups from 25 to 1,000 with plenty of convenient parking at only \$10.00 per vehicle. The Museum is located 10 minutes from the Los Angeles Convention Center and the Staples Center and is easily accessible to the I-10 and I-110 freeways.

You will find on this web page links to the Reservation Form, Facilities Use Letter of Agreement and Policy and Procedures, Facilities Use Rental Rates schedule and an overhead map of the facilities. Should you wish to reserve a date for your event, please complete the Reservation Form per the link provided and mail, fax or email the completed form to us, or contact me directly for availability of space. Securing your date requires signing the Letter of Agreement and Facilities Use Policies and Procedures and paying a 50% deposit. If you have any questions, contact me.

All of us at CAAM look forward to working with you in planning your facility rental.

Sincerely,

Laura Farmer
Facilities Coordinator
Tel# 213-744-7535
rentals@caamuseum.org

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State of California
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