

The Charlotte Hawkins Brown Museum



The perfect place for your special event!

6136 Burlington Road

Sedalia, NC 27342

336-449-4846

chb@ncdcr.gov

www.nchistoricsites.org/chb

www.facebook.com/CharlotteHawkinsBrownMuseum

Rentals at CHB



North
Carolina

HISTORIC SITES

The Charlotte Hawkins Brown Museum was once the site of Palmer Memorial Institute, a premier boarding school for African Americans from 1902 to 1971. This historic site sits on the former PMI campus (approximately 40 acres) with green lawns, mature cedar and oak trees, and historic buildings dating from the 1920's.



Kimball Hall, the former dining hall, is our most desired venue. Built in 1927, it retains its original majestic façade, wooden floors, deep crown moldings, and eight-foot tall windows. A catering kitchen is also available with top-of-the-line equipment. The building receives striking natural light throughout the day and is the perfect choice for any special occasion.

We also have large lawns that can be rented, including historic East Lawn and Stone Yard. Palmer Pavilion, a picnic shelter with a catering kitchen, restrooms, and ceiling fans, is also a popular choice for parties and family reunions. You and your guests are invited to visit the museum and gift shop and take a tour of the Palmer campus and Canary Cottage, the historic home of Dr. Brown, during regular operating hours.

For any occasion, the Charlotte Hawkins Brown Museum has a place for you!

Kimball Hall

CHB Rentals

To make reservations or for more information– please call
336-449-4846 or email chb@ncdcr.gov!

“A Special Place for your Special Event”

Kimball Hall



Make your event a part of history!

The recently renovated Kimball Hall is our most desired rental space. It served as the dining hall for the Palmer Memorial Institute from 1927 to 1971. It is an ideal place for your next seminar, meeting, party, debutante ball or event!

Kimball Hall is available Tuesday-Saturday, 9 am to 9 pm. Kimball can be offered with banquet or auditorium-style seating. Kimball's occupancy depends on the set up and specifications for your event. Please call or email us to inquire.

Kimball Hall

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Kimball includes a 2400 square foot room with the original hardwood floors and moldings, high beamed ceilings, and soaring paned glass windows.



Photos courtesy of Valeria Osipova

Kimball Hall

CHB Rentals

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Other included amenities:

60” Round tables and chairs (Other table sizes may be available—please ask!)

Catering Facilities including Microwave, Sink, Warming Cabinet, Ice Maker, Work Space, and Refrigerator

Rates (For weddings, concerts, and fundraisers, please see page 15 for rates.)

	Day	Evening
Private	\$500.00/ 4 hours	\$ 700.00/ 4 hours
Non-Profit*	\$420.00/ 4 hours	\$ 580.00/ 4 hours
Weddings	See Page 15	See Page 15

- Extra Hours are prorated according to base price.
- Kimball Hall requires a 50% deposit to reserve the space.

*Organizations must be able to prove 501(c)(3) status to receive non-profit rate.
Non-profit rate does not apply to fundraising events.



Kimball Hall

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Thinking of
having a wedding,
concert, or
fundraiser with us?

See our packages on page 15!

Fountain Plaza

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Kimball Fountain Plaza



The historic Palmer Memorial Institute and grounds provide a beautiful and unique setting for parties or any other outdoor event. The Kimball Fountain Plaza, adjacent to Kimball Hall, is ideal for small gatherings or for additional reception space during your event at Kimball Hall. Convenient access to indoor bathrooms is available in Kimball Hall. Tables and chairs available.

Rates:

	Day	Evening
Private	\$160.00/ 4 hours	\$ 360.00/ 4 hours
Non-Profit*	\$120.00/ 4 hours	\$ 320.00/ 4 hours
Weddings	Call for Pricing	Call for Pricing

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Palmer Event Plaza

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Palmer Event Plaza

Historic Palmer Memorial Institute provides a beautiful and unique setting for parties, family reunions, company picnics, or any other outdoor event.

Features:

Convenient access to bathrooms in Stouffer Hall, Palmer’s Science building, adjacent to the plaza; a variety of options for tables and chairs; podium and microphone.



Rates:

	Day	Evening
Private	\$275.00/ 4 hours	\$ 475.00/ 4 hours
Non-Profit*	\$230.00/ 4 hours	\$ 395.00/ 4 hours
Weddings	Call for Pricing	Call for Pricing

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Mass Cottage

CHB Rentals

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Massachusetts Cottage

An intimate historic setting for your event!



Massachusetts Congregational Women's Cottage, built in 1950, was used by senior girls at Palmer Memorial Institute for training in the domestic sciences.

The occupancy of Mass. Cottage depends on the layout and function of your event, with a maximum of 20 people. Please call or email for details. Rental includes tables, chairs, and access to restrooms.

Rates:

	Day	Evening
Private	\$125.00/ 4 hours	\$ 200.00/ 4 hours
Non-Profit*	\$105.00/ 4 hours	\$ 165.00/ 4 hours
Weddings	Call for Pricing	Call for Pricing

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Stouffer Hall

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Stouffer Hall

Once the Science Building for the Palmer Memorial Institute, Stouffer Hall is the perfect venue for small to medium sized meetings, and seminars—up to 70 people.

The main room can be arranged auditorium style or chairs can be placed around rectangular or round tables.

Stouffer features a kitchen area with a long counter, sink, and refrigerator adjacent to the main room. This makes it convenient to provide snacks, drink, and even lunches to your guests.



Rates:

	Day	Evening
Private	\$75.00/ 4 hours	\$ 150.00/ 4 hours
Non-Profit*	\$60.00/ 4 hours	\$ 120.00/ 4 hours

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Palmer Pavilion

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The Palmer Pavilion

Twelve picnic tables in the pavilion comfortably seat seventy two people. You and your guests will enjoy gentle breezes from the ceiling fans. Bathrooms and a kitchen with refrigerator and sink are also available.



Rates:

	Day	Evening
Private	\$100.00/ 4 hours	Not Available
Non-Profit*	\$75.00/ 4 hours	Not Available

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Bundrige Field

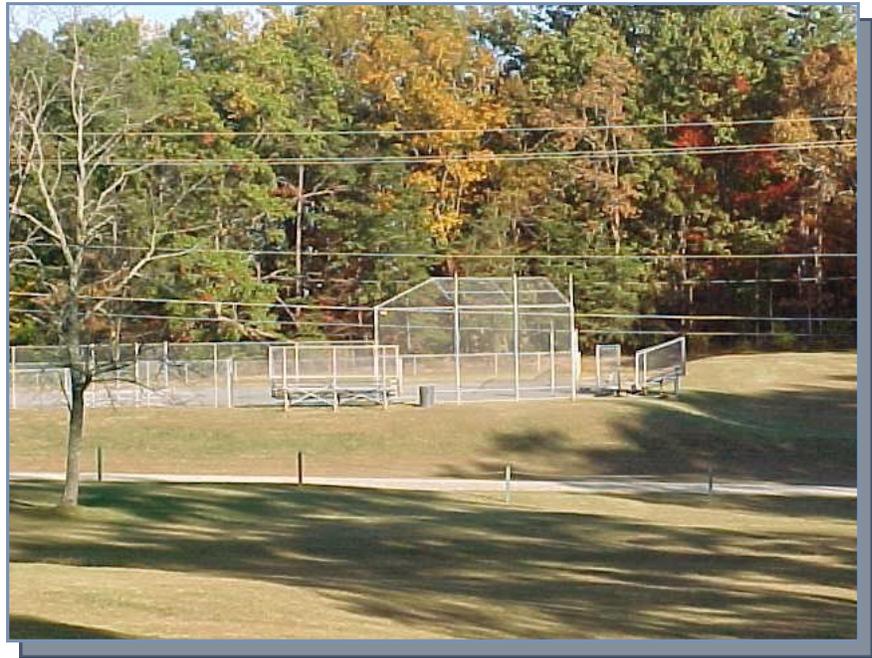
CHB Rentals

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Batter up!

Bundrige Athletic Field

Local teams can sign up to use the Bundrige Athletic Field—where the Palmer Pirates once played!



Bundrige Field, named for Palmer coach and president Charles W. Bundrige, is available to the general public. It sits across from the Palmer Pavilion, so many family reunions and gatherings use the field. Interested in playing ball? Call early to sign up. Weekends get **BOOKED UP FIRST!**

Rates:

	Day	After Site Hours
Private	\$50.00	Not Available
Non-Profit*	\$40.00	Not Available

Bundrige Athletic Field fees will be used to cover field maintenance. A season pass for both private and non-profit will be the same as a one time use.

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East Lawn

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The East Lawn



Wanted: History buffs in search of a nostalgic setting for an outdoor event!

Dr. Brown held a special tea for her students every year on the East Lawn. Young ladies and men were expected to wear ‘the correct thing’ and behave the ‘correct way’.

The East Lawn is located next to Dr. Brown’s home, Canary Cottage.

Rates:

	Day	After Site Hours
Private	\$50.00	Not Available
Non-Profit*	\$40.00	Not Available

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Stone Yard

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Stone Yard

Stone Yard, adjacent to Galen Stone Hall, is a scenic location for your next event. Rent alongside Palmer Pavilion and throw a huge outdoor party! (See page 11 for Palmer Pavilion rates.) Tents permitted.



Rates:

	Day	Evening
Private	\$125.00/ 4 hours	Not Available
Non-Profit*	\$100.00/ 4 hours	Not Available

- All rentals require a 50% deposit to reserve the space.
- Extra Hours are prorated according to base price.

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Wedding, Concert, and Fundraising Packages

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Wedding and Event Packages



Kimball Hall provides a unique setting for your wedding celebration, concert, or fundraiser. From rehearsal dinner to reception, from stage set-up to big entrance, we have a variety of packages to suit your needs.

Packages are only available on Saturdays.

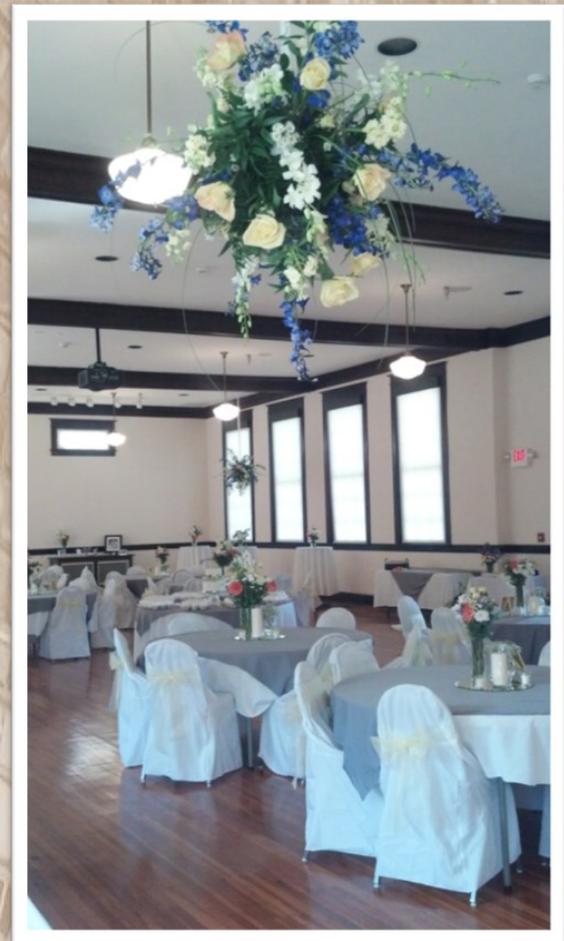
Wedding, Concert, and Fundraising Packages

CHB Rentals

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Option A – \$1800

- Use of Kimball Hall for from 11am - 11pm (12 hours) on Saturday
- Use of Kimball for rehearsal or sound check on Friday from 5pm - 7pm
- Availability of Kimball to set up decor prior to event (Friday afternoon, time to be arranged with CHB staff)
- Set-up of items provided by the museum (i.e. tables, chairs, food service area, carts, trashcans)
- All of Kimball's other available basic amenities (i.e. catering kitchen, microphone)



Wedding, Concert, and Fundraising Packages

CHB Rentals

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Option B - \$1000

- Use of Kimball from 9am - 4pm (7 hours) on Saturday
- Use of Kimball for rehearsal or sound check Friday from 5pm - 7pm
- Availability of Kimball to set up decor prior to event (Friday afternoon, time to be arranged with CHB staff)
- Set-up of items provided by the museum (i.e. tables, chairs, food service area, carts, trashcans)
- All of Kimball's other available basic amenities (i.e. catering kitchen, microphone)



Option C - \$800

- Use of Kimball from 9am - 4pm (7 hours) on Saturday, to include day-of set up.
- Set-up of items provided by the museum (i.e. tables, chairs, food service area, carts, trashcans)
- All of Kimball's other available basic amenities (i.e. catering kitchen, microphone)

Option D - \$800

- Use of Kimball from 9am - 2pm (5 hours) on Saturday
- Use of Kimball for decoration setup and rehearsal or sound check on day prior to event (Friday) for 2 hours, during regular business hours (9am-5pm)
- Set-up of items provided by the museum (i.e. tables, chairs, food service area, carts, trashcans)
- All of Kimball's other available basic amenities (i.e. catering kitchen, microphone)