

A photograph of the Capitol Park Museum building, featuring a modern design with a concrete facade and a series of horizontal slats. In the foreground, a long, narrow water feature is visible, with several lit candles floating in it. The scene is set outdoors, with trees and a green lawn visible in the background. The overall atmosphere is serene and elegant.

CAPITOL PARK MUSEUM

events

welcome

TO THE CAPITOL PARK MUSEUM

LOUISIANA
STATE MUSEUM
660 NORTH FOURTH



THANK YOU FOR YOUR INTEREST IN THE CAPITOL PARK MUSEUM.

Capitol Park Museum, a Louisiana State Museum, began in 2006 to exhibit the rich history and culture of Louisiana. A nationally registered historic landmark built in the shadows of the art deco style of the Louisiana State Capitol, the building was designed by New Orleans-based design studio Eskew Dumez Ripple with exhibits created by Christopher Chadbourne & Associates.

Entertaining at the Capitol Park Museum is a privilege extended to private hosts, as well as corporate and nonprofit organizations. Our unique spaces are complete with modern use of glass, marble, and metal, which make stunning surroundings and beautiful backdrops.

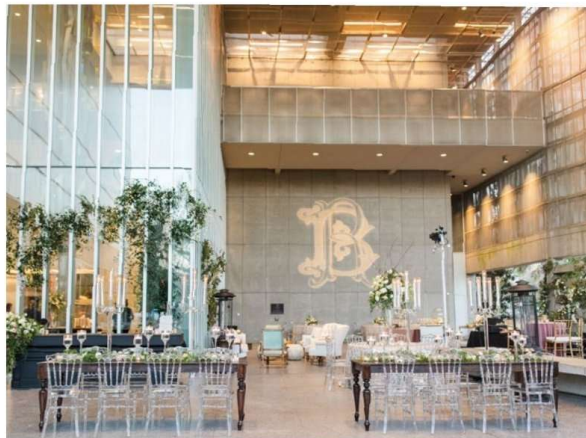
Capitol Park Museum provides an outstanding blank canvas customizable for any type of event, including wedding ceremonies, receptions, corporate and nonprofit celebrations, fundraisers, holiday parties, board meetings, presentations, and conferences.

PLAZA

Set against green lawns and a quiet reflecting pool, this fully covered outdoor space offers magnificent views of the State Capitol. Rain or shine, the Plaza is picture perfect for your special event.

ACCOMMODATES 100–200 seated,
250–500 cocktail reception

SIZE 5,300 square feet



THE WARM GLOW OF

history







MULTI-PURPOSE ROOM

The Multi-Purpose Room is ideal for meetings, conferences, luncheons, dinners, receptions, and more. It features a rare and historic mosaic by Conrad Albrizio, created from thousands of small tiles and Italian marble. Entitled “Health and Happiness,” the 245-square-foot piece is the largest Albrizio mosaic in Louisiana.

ACCOMMODATES 100–200 seated, 250–300 reception

SIZE 2,840 square feet





MUSEUM LOBBY

With its shimmering hanging sculpture that evokes the Mississippi River and polished stone surfaces, the Museum Lobby makes a dazzling and delightful event spot, great for food and beverage service, photo booths, backdrops, and auction and celebration displays. Here, guests are welcome to walk through the museum's permanent first-floor exhibition, "Grounds for Greatness, Louisiana and the Nation."

ACCOMMODATES 100 seated, 200–300 reception

SIZE 2,340 square feet









CONFERENCE ROOM

The Conference Room is ideal for smaller meetings or a private space for event host(s) and VIPs.

ACCOMMODATES 15 seated **SIZE** 460 square feet



ON-SITE VISITS AND EVENT WALK-THRU

To schedule an on-site visit and learn more about the private events held at the Capitol Park Museum, please contact the special events coordinator. Contact information can be found on the back cover of this brochure. All on-site visits and event/vendor walk-throughs for private events are by appointment only with the special events coordinator.

BOOKING EVENTS

To book a private event, please contact the Capitol Park Museum special events coordinator. The Capitol Park Museum requires a deposit, signed facility use agreement, caterer and vendor(s) signed agreement(s), certificates of insurance, and fees paid at least 30 days prior to the event date. The Capitol Park Museum special events coordinator will provide event hosts with all contracts and invoices during the contract process.

DONATIONS AND FEES

Event hosts will pay a building usage fee to the Louisiana State Museum. This fee covers all service and utility costs for the event, as well as cleaning and repair fees for costs involved in preparation and post-function cleaning setup and breakdown. In addition to the building usage fee, event hosts will contribute a donation ("gift") to the Louisiana Museum Foundation. This fund is designated for use by the Louisiana State Museum for endowment, education, acquisitions, publications, conservation, and guiding support purposes. The Louisiana Museum Foundation donation is tax deductible.

INSURANCE

All outside organizations and individuals holding events in the Louisiana State Museum properties are required to sign an indemnification agreement and provide proof of insurance with the Louisiana State Museum/Capitol Park Museum listed as additional insured. Specific requirements will be outlined during the contract process.

EVENT HOURS AND BUILDING USAGE SPACES

DAYTIME EVENTS Spaces available include the Multi-Purpose Room only. All vendor load-in and event setup can begin no earlier than 7:00 a.m., and breakdown must be completed no later than 4:00 p.m.

Daytime events may choose to utilize other event spaces but would be subject to museum closure fees if they choose to do so. The pricing structure below is for the MPR only use. Further, we are no longer charging donation fees during the daytime hours until 4 p.m.

FEES: MEETING, CONFERENCE, AND LUNCHEON-TYPE EVENTS

| Guests | 2 hours | 3 hours | 4 hours | 5 hours |
|----------------|--------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| 1-100 | Total = \$ 950 (\$950 deposit) | Total = \$1,100 (\$1,100 deposit) | Total = \$1,250 (\$1,250 deposit) | Total = \$1,400 (\$1,400 deposit) |
| 101-200 | Total = \$1,250 (\$1,250 deposit) | Total = \$1,450 (\$1,350 deposit) | Total = \$1,650 (\$1,650 deposit) | Total = \$ 1,850 (\$1,850 deposit) |

EVENING EVENTS: Spaces available include the Outdoor Plaza, Museum Lobby, Multi-Purpose Room, and Conference Room. All vendor load-in and event setup begins at 3:30 p.m. after the museum closes to the public. To allow ample time to set up for your event, typical evening events begin between 6:00 and 6:30 p.m. and end no later than 11:00 p.m. Event breakdown must be completed within one hour of the culmination of the event time.

FEES: COCKTAIL RECEPTION, CELEBRATION, FUNDRAISER-TYPE EVENTS

| Guests | 2 hours | 3 hours | 4 hours | 5 hours |
|----------------|--|--|--|--|
| 1-200 | Total = \$3,400 (\$1,400 deposit) (\$2,000 donation) | Total = \$4,600 (\$1,600 deposit) (\$3,000 donation) | Total = \$5,800 (\$1,800 deposit) (\$4,000 donation) | Total = \$7,000 (\$2,000 deposit) (\$5,000 donation) |
| 201-300 | Total = \$3,550 (\$1,550 deposit) (\$2,000 donation) | Total = \$4,800 (\$1,800 deposit) (\$3,000 donation) | Total = \$6,050 (\$2,050 deposit) (\$4,000 donation) | Total = \$7,300 (\$2,300 deposit) (\$5,000 donation) |
| 301-500 | Total = \$3,700 (\$1,700 deposit) (\$2,000 donation) | Total = \$5,000 (\$2,000 deposit) (\$3,000 donation) | Total = \$6,300 (\$2,300 deposit) (\$4,000 donation) | Total = \$7,600 (\$2,600 deposit) (\$5,000 donation) |
| 500+ | Total = \$3,850 (\$1,850 deposit) (\$2,000 donation) | Total = \$5,200 (\$2,200 deposit) (\$3,000 donation) | Total = \$6,550 (\$2,550 deposit) (\$4,000 donation) | Total = \$7,900 (\$2,900 deposit) (\$5,000 donation) |

FEES: SEATED/SERVED DINNER-TYPE EVENTS

| Guests | 2 hours | 3 hours | 4 hours | 5 hours |
|----------------|--|--|--|--|
| 1-200 | Total = \$3,800 (\$1,800 deposit) (\$2,000 donation) | Total = \$5,200 (\$2,200 deposit) (\$3,000 donation) | Total = \$6,600 (\$2,600 deposit) (\$4,000 donation) | Total = \$8,000 (\$3,000 deposit) (\$5,000 donation) |
| 201-300 | Total = \$3,950 (\$1,950 deposit) (\$2,000 donation) | Total = \$5,400 (\$2,400 deposit) (\$3,000 donation) | Total = \$6,850 (\$2,850 deposit) (\$4,000 donation) | Total = \$8,300 (\$3,300 deposit) (\$5,000 donation) |
| 301-500 | Total = \$4,100 (\$2,100 deposit) (\$2,000 donation) | Total = \$5,600 (\$2,600 deposit) (\$3,000 donation) | Total = \$7,100 (\$3,100 deposit) (\$4,000 donation) | Total = \$8,600 (\$3,600 deposit) (\$5,000 donation) |
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vendor COLLECTION

We are pleased to present our selection of trusted professionals, available to assist in planning your event at Capitol Park Museum.

CATERING

360 Catering Company
225.647.9247
www.360catering.com
Details on page 16

Bacon and Fig Events
225.366.6594
www.baconandfigevents.com
Details on page 15

Bonanno's Fine Catering
225.279.3800
www.bonannos.com
Details on page 19

Drakes Catering
225.343.2588
www.drakescatering.com
Details on page 18

Drusilla Place Catering
225.927.8844
www.drusillaplace.com
Details on page 16

CATERING (CONT'D.)

Jubans Restaurant & Bar
225.346.8422
www.jubans.com
Details on page 17

Unique Cuisine Catering
225.383.3663
www.uniquecuisine.com
Details on page 15

DINING AND REHEARSAL DINNERS
Jubans Restaurant & Bar
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www.jubans.com
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FLORIST
Hummingbird Floral Studio
337.540.4471
www.hummingbirdfloralstudio.com
Details on page 16

LIQUOR AND BEVERAGES

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VIDEOGRAPHY

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COMPLETE
weddings + events

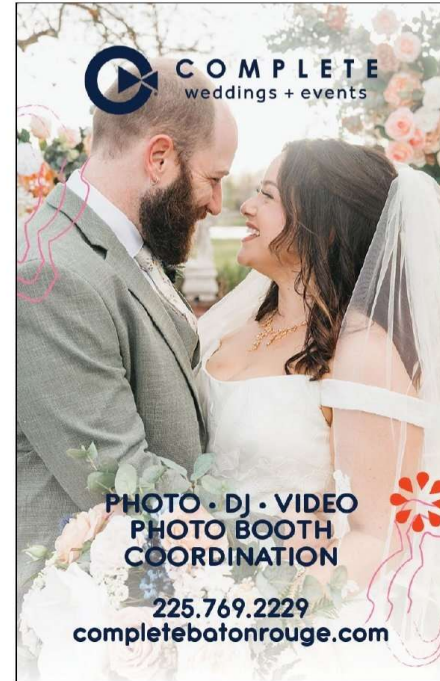


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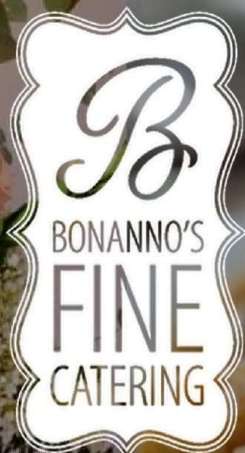


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CAPITOL PARK MUSEUM

660 North Fourth Street
Baton Rouge, LA 70802

CONTACT

Special Events Coordinator

P 225.342.5428

E CPMevents@crt.la.gov

W LouisianaStateMuseum.org



DIRECTIONS

From I-10, take the I-110 split, then the North Street exit (Exit 1D). From north of downtown, take I-110 South, then the Capitol Park exit (Exit 1G). Turn right on North Street, then right on N. Fourth Street; the museum is on the right.