

## Downtown Missoula Venues 2024

### Caras Park

Rental Fee ..... Monday-Thursday: \$975; Friday-Sunday: \$1200  
..... \$100 Discount for MDA members  
Capacity for a Reception/Meeting ..... 3,000  
Capacity for a Sit-Down Dinner ..... 450  
ADA Accessibility ..... Yes  
Catering Restrictions ..... No  
Alcohol ..... Yes  
Additional Info ..... Outdoor facility available from mid-April through October  
Venue Address ..... Caras Park  
Contact Name ..... Bram Moore  
Contact Phone ..... (406) 543-4238

### AC Hotel

Rental Fee ..... \$600/day  
Capacity for a Sit-Down Dinner ..... 40 at rounds  
Capacity for a Reception/Meeting ..... 80 standing  
ADA Accessibility ..... Yes  
Catering Restrictions ..... No  
Alcohol ..... Yes. Provided by Hotel Only  
Additional Info: AV available for rent, AC Lounge Available for private rentals, 7R Rooftop Bar available for private rentals, weather permitting  
Venue Address: ..... 175 N. Pattee Street  
Contact Name ..... Ashley Snow  
Contact Phone ..... 406-218-7113

### A Carousel for Missoula

Rental Fee ..... \$200 for 1<sup>st</sup> hour, \$100 each additional hour  
Capacity for a Reception/Meeting ..... Total Space: 150; Inside seating: 80  
Capacity for a Sit-Down Dinner ..... 80  
ADA Accessibility ..... Yes  
Catering Restrictions ..... No  
Alcohol Must complete an alcohol permit, sign a waiver and pay an additional  
..... fee through the Carousel  
Additional Info ..... Private rentals must take place outside regular hours  
Venue Address ..... 101 Carousel Drive  
Contact Name ..... Tracy Ursery  
Contact Phone ..... (406) 549-8382

### Broadway Inn and Events Center

Rental Fee ..... Case by case basis  
Capacity for a Reception/Meeting ..... 200  
Capacity for a Sit-Down Dinner ..... 175  
ADA Accessibility ..... Yes  
Catering Restrictions ..... Broadway Bar & Grill  
Alcohol ..... Yes  
Additional Information ..... DJ, Audiovisual support  
Contact ..... Libby Castellanos  
Contact Phone ..... (406) 532-3350

### Burns Street Center

Rental Fee ..... Neighborhood Organization: Free,  
Non-profit Organization: \$25 fee, plus \$30/hour  
Private Parties: \$25 fee, plus \$45/hour  
Governmental outreach meetings \$25 cleaning fee  
Deposit ..... \$100 returnable fee  
Capacity for a Sit-Down Event ..... 80  
ADA Accessibility ..... Yes  
Catering Restrictions ..... No  
Alcohol ..... Yes  
Additional Info ..... Semi-private: Shared restrooms with restaurant  
..... Available Sunday-Thursday, 4pm – 11pm  
Venue Address ..... 1500 Burns St.  
Contact Name ..... Pam Walzer  
Contact Phone ..... (406) 493-2290  
Contact Email ..... rentals@nmcdc.org

### Ciao Mambo

Rental Fee ..... \$900 minimum spending requirement  
Tue-Thur/Sun, and \$1800 on Fri/Sat (minimums include food and drink)  
Capacity for a Reception/Meeting ..... 88  
Capacity for a Sit-Down Dinner ..... 50  
ADA Accessibility ..... No  
Catering Restrictions ..... Ciao Mambo  
Alcohol ..... Yes, beer and wine

## Downtown Missoula Venues 2024

Contact..... General Manager  
Contact Phone .....(406) 543-0377  
Contact Email..... gm.missoula@ciaomambo.com

### The Depot

Rental Fee ..... Case by case basis; 2 rooms available seating, 12 or 12+  
Capacity for a Sit-Down Event ..... 20  
ADA Accessibility ..... Yes  
Catering Restrictions.....Depot  
Alcohol ..... Yes  
Venue Address ..... 201 W. Railroad  
Contact Name ..... Ed Wells  
Contact Phone ..... (406) 728-7007

### DoubleTree by Hilton Missoula-Edgewater

Rental Fee ..... \$150-\$2,500  
Capacity for a Reception/Meeting ..... 5-350  
Capacity for a Sit-Down Dinner..... 5-350  
ADA Accessibility ..... Yes  
Catering Restrictions..... DoubleTree catering only  
Alcohol ..... Yes – DoubleTree only  
Additional Info ..... A/V equipment rental available  
Venue Address ..... 100 Madison  
Contact Name ..... Annie Bokma  
Contact Phone ..... (406) 542-4600

### Elks Lodge

Rental Fee ..... Case by case basis  
Capacity for a Reception/Meeting ..... 300  
Capacity for a Sit-Down Dinner ..... 200  
ADA Accessibility ..... Yes  
Catering Restrictions..... Food not recommended, fees apply if present  
Alcohol ..... Yes, provided by Elks Lodge Bar  
Additional Info ..... 3 bars/spaces available for rent  
Venue Address ..... 112 N. Pattee  
Contact Name ..... Dave Elmore

Contact Phone..... (406) 549-0542

### Florence Building Governor's Room / McLeod Room

Rental Fee.....\$800-\$1,500  
Non-Profit discount 20%  
Capacity for a Reception/Meeting .....200  
Capacity for a Sit-Down Dinner ..... 150  
ADA Accessibility ..... Yes  
Catering Restrictions ..... Pangea Catering  
Alcohol ..... Yes, only through Pangea Catering  
Additional Info..... Audio & visual equipment, Dance floor available  
Venue Address..... 111 N. Higgins  
Contact Name ..... Lauren Taylor  
Contact Phone..... (214) 404-1138

### Garden City Harvest

Rental Fee..... Rental fee is \$100/hour (\$50/hour for 501(c)(3) nonprofits). Day rate discount: 10% off rental charge for 6+ hour rentals.  
Deposit.....\$100 refundable  
Capacity.....61 if all indoor, 80 with outdoor courtyard  
ADA Accessibility..... Yes  
Catering Restrictions..... No  
Alcohol..... Yes, with event insurance  
Venue Address..... 1657 River Rd  
Contact Phone: (406)5233663  
Contact Email: [info@gardencityharvest.org](mailto:info@gardencityharvest.org)

### Holiday Inn Missoula Downtown

Rental Fee.....\$100-\$5,000+  
..... \*Varies based on size and scope of total program\*  
Capacity for a Reception/Meeting .....600  
Capacity for Outdoor Park Venue.....750+  
Capacity for a Sit-Down Dinner .....500  
ADA Accessibility ..... Yes

## Downtown Missoula Venues 2024

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Catering Restrictions..... Holiday Inn Missoula Downtown  
 Parking..... Complimentary On-Site  
 Alcohol..... Yes  
 Additional Info..... Audio & visual equipment available  
 Venue Address..... 200 South Pattee  
 Contact Name..... Mimi Hall Gustafson  
 Contact Phone..... (406) 721-8550

### Imagine Nation Brewing Center for Community Transformation

Rental Fee  
 ..... Non-profits and Educational: \$30/hr after 4pm (half price before)  
 ..... Private and local business: \$50/hr after 4pm (half price before)  
 ..... Corporations: \$100/hr after 4pm (half price before)  
 Capacity for a Reception/Meeting..... 25-50  
 Capacity for a Sit-Down Presentation/Dinner..... 25-30  
 ADA Accessibility..... Yes  
 Catering Restrictions..... No  
 Alcoholic/Non-Alcoholic.. Imagination Brewing Beers + Kombucha +Seltzers  
 Additional Info..... Projector and screen available  
 Contact Name..... Fernanda Krum  
 Contact Phone..... (406) 926-1251 (prefer email)  
 Contact Email..... fernanda@imaginationbrewing.com

### Missoula Art Museum

Rental Fee..... <150: \$1200; 151+: \$1400; Non-profit: 20% discount  
 Capacity for a Reception..... Whole museum: 70-400; Library room: 200  
 Capacity for a Sit-Down Dinner..... 30  
 ADA Accessibility..... Yes  
 Catering Restrictions..... Yes  
 Alcohol..... Yes/MAM provides beer & wine  
 Additional Info..... Tables, chairs included; AV Equipment additional  
 ..... Missoulaartmuseum.org  
 Venue Address..... 335 N. Pattee  
 Contact Name..... Grace Stopher

### MCT Center for the Performing Arts (Missoula Children's Theater & Missoula Community Theater)

Rental Fee Theater: \$1,200/day; Lobby: \$850/day;  
 Meeting Room: \$65/hour  
 Community Room: \$50/hour;  
 Conference Room: \$30/hour  
 Classroom (32'x20'): \$20/hour  
 Classroom (64'x20'): \$50/hour  
 Lobby Capacity for a Reception/Meeting..... 300  
 Lobby Capacity for a Sit-Down Dinner..... 140  
 ADA Accessibility..... Yes  
 Catering Restrictions..... No  
 Alcohol..... Beer and Wine Only  
 Additional Info..... Audio & visual equipment available for rent  
 Venue Address..... 200 N. Adams  
 Contact Name..... Karl Mitchell  
 Contact E-mail..... [rentmct@MCTinc.org](mailto:rentmct@MCTinc.org)

### Missoula County Fairgrounds

Rental Fee: Fees vary; five Buildings, outdoor pavilions and plazas, arena grandstand, and three+ acres of green space available individually or as a whole  
 Capacity for Reception/Meeting: ..... 300-740 (varies by building), unlimited outdoors  
 Capacity for sit-down dinner: ..... 120-600 (varies by building), unlimited outdoors  
 ADA Accessibility: ..... Yes  
 Catering Restrictions: ..... No  
 Alcohol: ..... Yes, required vendor  
 Additional Information: ..... Limited availability for tables & chairs, stage, ticket booths, bleachers, burn barrels, and 30/50AMP power pedestals  
 Venue Address: ..... 1101 South Ave. West  
 Contact Name: ..... Missoula County Fairgrounds  
 Contact Email: ..... [rentals@missoulacounty.us](mailto:rentals@missoulacounty.us)  
 Contact Phone: ..... (406) 258-3247

## Downtown Missoula Venues 2024

### Missoula Public Library

Please visit our website on free, public bookings ([Online Bookings - Missoula Public Library](#)) and on room rental options ([Rent Our Space - Missoula Public Library](#)) for more information.

Rental Fee..... Free, must be open to the public. Private rental option also available for a fee.

Capacity for a Reception/Meeting.....8-270

Capacity for a Sit-Down

Dinner.....TBD

ADA

Accessibility..... Yes

Catering Restrictions..... Onsite Café has Right of First Refusal

Alcohol.....TBD

Additional Info ..... Event must be free and open to the public

..... No solicitation allowed

..... Free bookings permitted three months in advance

..... Private rentals available for a fee

Venue Address..... 455 E Main

Contact Name..... Main desk

### Missoula Senior Center

Rental Fee ..... Dependent on Event Request

Capacity for a Reception/Meeting ..... 300

Capacity for a Sit-Down Dinner ..... 150

ADA Accessibility ..... Yes

Catering Restrictions.....No

Alcohol ..... No Alcohol, Beer and Wine Allowed if Catered

Additional Info .....Dance floor, Coffee and tea provided

Venue Address ..... 705 S. Higgins

Contact Name ..... Kelly Bouma

Contact Phone ..... (406) 543-7154

### Montana Natural History Center

Rental Fee.....\$10/hr, \$25 half-day (3.5 hrs), \$50 full day (7 hrs)

Capacity for a Reception/Meeting .....50

Capacity for a Sit-Down Dinner .....30

ADA Accessibility ..... Yes

Catering Restrictions ..... None

Alcohol ..... Not allowed

Additional Info..... Only available during MNHC hours

Venue Address..... 120 Hickory Street

Contact Name ..... Christine Morris

Contact Phone..... (406) 327-0405

### Press Box Don Reed Room

Rental Fee..... No charge with food and beverage purchase

Capacity ..... 35

ADA Accessibility ..... No

Catering Restrictions ..... Press Box

Alcohol ..... Yes

Venue Address.....835 E. Broadway

Contact Email..... info@pressboxsportsbarmt.com

Contact Phone..... (406) 721-1212

### Residence Inn

Rental Fee.....\$400-800 per day

Capacity for a Sit-Down Dinner.....80 at Rounds

Capacity for a Reception/Meeting.....100 Standing

ADA Accessibility ..... Yes

Catering Restrictions ..... No

Alcohol ..... Yes. Provided by Hotel Only

Additional Info.....AV available for rent, outdoor courtyard available weather permitting

Venue Address..... 125 N. Pattee Street

Contact Name ..... Ashley Snow

Contact Phone..... 406-218-711

### Roxy Theater

## Downtown Missoula Venues 2024

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Rental Fee .. Theater 2: \$450 for 3 hours, Theater 3: \$350 for 3 hours, Roxy Annex: \$250 for 3 hours, Roxy Garden: \$400;available on a limited basis  
 Capacity .... Theater 2: 90, Theater 3: 66, Roxy Annex: 25, Roxy Garden: 36  
 ADA Accessibility ..... Yes  
 Catering Restrictions..... Yes  
 Alcohol ..... No liquor, beer wine can be provided by Roxy  
 Additional Info ..... Projectionist available; Birthday parties or special events  
 Venue Address ..... 718 S. Higgins  
 Contact Email.....rentals@roxytheater.org  
 Contact Phone .....(406) 728-9380

### Wilma Theater

Rental Fee ..... Non-profit: \$1000, For-profit: \$2000  
 Capacity for a Reception/Meeting ..... 500-800  
 Capacity for a Banquet Dinner ..... 250  
 ADA Accessibility ..... Yes  
 Catering Restrictions..... Bravo Catering  
 Alcohol ..... Yes  
 Additional Info ..... Newly renovated Historical Theater with stage;  
 ..... Audio& visual available;  
 ..... Available projection systems: 16 mm, 35 mm & 70 mm.  
 ..... Largest curved silver screen in the state; Air Conditioned  
 Venue Address ..... 131 S. Higgins  
 Contact E-mail ..... rentals@thewilma.com

### Zootown Arts Community Center Gallery and Pottery Studio

Rental Fee.....Show Room (\$50-\$100/hr base rate)  
 .....Classroom or Conference Room (\$25-\$50/hr)  
 Show Room Capacity.....350 Standing, 150 Seated, 125 at Tables  
 Classroom and Conference Room Capacity.....25  
 ADA Accessibility ..... Yes  
 Catering restrictions .....No  
 Alcohol .....Sold on premises by venue  
 Additional info.....The ZACC has multiple spaces for rent including our 350 standing room capacity venue, The Show Room, which boasts an in-venue bar serving beer, wine, cider, spiked seltzer, and non alcoholic options, a professional theatrical lighting and sound system, a projector and a 16' by

9' screen, a backstage area or green room, and a non-commercial kitchen. When not being used for music shows and theatre performances, this room has been rented for conferences, memorials, private parties, weddings, fundraisers, luncheons, and more. Rental scheduling requires advance notice, and is subject to availability.

We also have a Conference Room and Classroom that can be rented for meetings, classes, and smaller private events.

Venue Address.....216 W Main  
 Contact Name.....Mikyla Veis  
 Contact [Email.....mikyla@zootownarts.org](mailto:mikyla@zootownarts.org)  
 Contact Phone..... (406) 549-7555

### UNIQUE VENUES & PARKS WITHOUT FACILITIES

#### Lewis and Clark Trail Adventures

Clark Fork trips through Downtown Missoula

LCTA offers two different "Town floats" - the classic **Milltown to Downtown** is a scenic 7-mile float starting in East Missoula, passing through Hellgate Canyon, a small drop near Jacob's Island (University of Montana) and then the popular surf wave downtown at Caras Park named Brennan's Wave.

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Heading down river west of town LCTA also offers the **Kelly Island to Kona Bridge** trip – this section of river meanders through Cottonwood groves offering amazing birding & wildlife opportunities for such close proximity to town. We can do a dinner stop w/ similar amenities as the Alberton Gorge dinner float or participants can disembark near Caras Park and have dinner downtown or on Thurs night's Downtown Tonight.

### **Gourmet Dinner Float on the Alberton Gorge of the Clark Fork River**

The Alberton Gorge is a section of the Clark Fork River 30 miles west of Missoula. This stretch of river carves out a beautiful canyon with exciting class III rapids, calm pools for swimming, and abundant scenery.

Contact name..... Wayne & Gia Fairchild  
Contact email.....raft@montana.com  
Contact phone.....(406) 728-7609

### **Bess Reed Park**

Venue address..... On the west side of Holiday Inn Downtown  
Info..... Holiday Inn Downtown has first right to reserve the space;  
.....Contact Holiday Inn staff at (406) 532-2045 before  
..... Booking through Parks & Recreation  
Contact email.....[parksreservations@ci.missoula.mt.us](mailto:parksreservations@ci.missoula.mt.us)  
Contact phone..... (406) 721-PARK

### **Kiwanis Park**

Venue address..... Adjacent to the Clark Fork River  
Contact email.....[parksreservations@ci.missoula.mt.us](mailto:parksreservations@ci.missoula.mt.us)  
Contact phone.....(406) 721-PARK

### **Silver Park**

Venue address..... Adjacent to the Clark Fork River  
Contact email.....[parksreservations@ci.missoula.mt.us](mailto:parksreservations@ci.missoula.mt.us)  
Contact phone..... (406) 721-PARK

### **OTHER CITY PARK LISTINGS AND RESERVATION INFO**

Contact email.....[parksreservations@ci.missoula.mt.us](mailto:parksreservations@ci.missoula.mt.us)  
Contact phone..... (406) 721-PARK

Website ..... [www.ci.missoula.mt.us/ParksRec/default.htm](http://www.ci.missoula.mt.us/ParksRec/default.htm)

*Last Updated: 3/05/2024*