



## Advantages to Renting at Willamette Heritage Center

### Overview

The Willamette Heritage Center is conveniently located in downtown Salem, just three blocks from the Oregon State Capitol at 12<sup>th</sup> and Mill Street. Mission Mill Museum, part of the Willamette Heritage Center (WHC), offers an attractive combination for any meeting or event.

WHC's convenient location is home to a charming, five-acre, park-like historic site, with 14 historic buildings and homes, including the Thomas Kay Woolen Mill, all are on the National Register of Historic Places. This one-of-a-kind site is picturesque and peaceful with a millrace stream dividing the lush landscape.

WHC offers multiple meeting spaces, which can accommodate intimate parties of 50 or less, or larger groups of 300-350. Free parking with 200 spaces available on-site.

### Advantages

Your rental fees support the Willamette Heritage Center ongoing mission to inspire, connect and encourage understanding. WHC engages the community to preserve and share our rich heritage.

- Free on-site parking (200 spaces)
- Wheelchair accessible (except the Pleasant Grove Church)
- Friendly customer service and planning assistance
- Conveniently located close to hotels, Willamette University and State Agencies
- Your choice of caterer
- Free WHC table and chair setup
- Free WHC table and chair break down
- Wireless internet
- A/V equipment and sound system available. No additional fee
- A unique and rich heritage site, complete with ducks

We look forward to sharing all the advantages of holding your next meeting or event at the Willamette Heritage Center. We will make your meeting or event a success!

**1313 Mill Street SE, Salem, Oregon 97301 :: 503-585-7012 :: [www.willametteheritage.org](http://www.willametteheritage.org)**

## Our Event Spaces

### The Card Room

- Can be setup as a meeting, banquet or classroom space
- Capacity: 40 theatre, 30 classroom, 40 banquet
- 888 square feet
- Adjacent to and can open into the Spinning Room
- Elevator access
- Kitchen access

### The Dye House

- Capacity: 100 banquet, 150 theatre or 75 classroom
- 2,200 square feet
- Ground level, bridges the millrace (The water rushing under the building is quite a sight to see.)
- Beautiful wood floors and beams
- Air-conditioned
- Decorative lighting
- Sliding door – excellent for loading and for summer events
- Kitchen

### The Spinning Room

- Capacity: 350 banquet, 500 theatre, or 250 classroom
- 6,384 square feet
- On the third floor of the historic Thomas Kay Woolen Mill (1896) with a wonderful view of the grounds and millrace
- Air-conditioned
- Tremendous flexibility in choices of layout and room usage
- Easy elevator access
- Large kitchen
- Decorative lighting

### The Pleasant Grove Church

- Capacity: 80 preset for ceremony, theatre or classroom
- Perfect for weddings, lectures and presentations
- Oldest remaining Presbyterian Church in the state of Oregon (1858)
- Sits on a hill overlooking the Museum grounds

### The WHC Grounds

- Capacity: 300
- Outdoor locations surrounded by trees and foliage with a choice of backgrounds: The Jason Lee House, (1841) said to be one of the oldest standing frame houses in the Northwest, the millrace, or the Pleasant Grove Church (1858)

## WHC Available Equipment

Spinning Room	Dye House	Card Room	Pleasant Grove Church
2 Portable Bars	Portable Bar	5'x5' Screen	Extension Cords
Sound System	2 6'x6' Screens	Dry Erase Board	Power Strip
Wireless/Handheld Microphones	Projector	TV w/ Cart	
Microphone Stands	TV w/Cart	Table Top Podium	
Portable Stage	Portable Sound System		
TV- w/cart	Wireless/Handheld Microphones		
2 8'x8' Screens	Microphone stand		
2 Hanging Projectors	Ladders 6-8'		
Ladders 6-8-10'	Dry Erase Board		
40 5ft Round Tables			
40 6ft Rectangular Tables			
300 White Folding Chairs			