



NORTH DAKOTA COWBOY HALL OF FAME

CENTER OF WESTERN HERITAGE & CULTURES:
NATIVE AMERICAN, RANCHING AND RODEO

Facilities Rental Guide



**SPECIAL EVENTS • WEDDINGS • CORPORATE GROUPS • NON-PROFIT GROUPS
SOCIALS • BIRTHDAYS • ANNIVERSARIES • REUNIONS • RETREATS**

250 Main Street | PO Box 137 | Medora, ND 58645 | 701.623.2000 | Email: events@northdakotacowboy.com



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www.northdakotacowboy.org

Howdy!

Thank you for considering the North Dakota Cowboy Hall of Fame as a destination for your special event. You will be providing your guests with a memorable experience, surrounded by North Dakota's legendary western history. Weddings and receptions, family gatherings, class reunions, business meetings, company retreats, birthday parties, baby showers, and memorial services are a few examples of the events that have been held at the NDCHF in Medora.

Located in the heart of the North Dakota Badlands in Historic Medora, the North Dakota Cowboy Hall of Fame's Center of Western Heritage & Cultures is an interpretive center that shares our state's Native American, Ranching & Rodeo history and has a lot to offer your guests. The 15,000 square foot facility features a theater, museum galleries showcasing several interpretive areas, historical artifacts, gift shop, caterer's efficiency kitchen, conference room, and a 5,000 square foot open air patio.

Contact us when making plans for your next event -- we look forward to the opportunity to make it both successful and memorable.

NDCHF Facility and Rental Manager
701.623.2000 ext. 4
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CENTER OF WESTERN HERITAGE & CULTURES

Reserve the entire Center of Western Heritage & Cultures for your private reception. Guests have access to the theater, exhibits and Hall of Honorees along with the conference room and open air patio (some restrictions apply).

Size 15,000 square-foot interior building space
5,000 square-foot open air patio

Occupancy 300 inside stand-up reception
350 patio reception (seated and standing)

OPEN AIR PATIO

Complete with 33 tables with or without umbrellas, 5,000 square foot patio with covered stage, access to efficiency kitchen, water and electricity outlets, and portable beverage bar.

Occupancy 260 seated at round picnic tables
350 patio reception (seated and standing)

CONFERENCE ROOM

Located on the second floor with southwest facing windows viewing the spacious views of the rugged North Dakota Badlands. Accessible by two stairways or an elevator, seating in the conference room can be set as banquet, theater, classroom, or conference style. Retractable wall can split the room for separate events. The conference room is complete with many standard amenities (some restrictions apply) such as small catering kitchen, which includes a refrigerator, microwave oven, sink, and oven/range.

Occupancy 50 - 60 banquet seating (rectangle tables)
75 theater seating
50 - 60 classroom seating
35 conference seating (rectangle tables)

Size 1,400 square-foot

Other Portable party bar
Cocktail tables
Ceiling projection screen

SMALL GROUP PARTY PASS

Access to NDCHF Museum and Hall of Honorees, used with patio or conference room rental. Allows your guests access to visit the entire NDCHF Museum and all the artifacts and memorabilia.

Fees: Call for pricing, 50% deposit required at signing of contract

As of October 1, 2023 (subject to change without notice)

*Security may be required, Contact NDCHF for details.





The **North Dakota Cowboy Hall of Fame - Center of Western Heritage & Cultures** is a western venue beyond compare. Let us host your special event and make it more than memorable. Enjoy a first-class facility with a backdrop reminiscent of a lifestyle envied across this great land. Whether the event is indoors or outdoors, your guests will bask in the natural beauty of the North Dakota Badlands. An event at the Center of Western Heritage & Cultures is a true western experience – surround your event and guests with North Dakota’s “Legendary” western heritage and artifacts.

RESTRICTIONS

- Rental of entire facility (Venue Event) will not conflict with peak tourism traffic or signature events of the North Dakota Cowboy Hall of Fame.
- No red-eye alcohol served, no fireworks, damage to NDCHF museum displays or artifacts will be charged back to event renter.
- Patio wall decorations cannot be attached to patio walls without prior written permission by NDCHF Events manager as to attachment method used.

REQUIREMENTS

- Contract required for use of facility. Contract will be emailed to renter. Security deposit required when signed contract is returned to NDCHF within designated timeline. Invoice will be sent with contract.
- Security deposits are non-refundable. In the event of cancellation due to an emergency, refund is at the discretion of NDCHF. No-shows will be assessed fee equal to rental fee.
- Use of approved and licensed caterers required. List is available at NDCHF, or Medora City Auditor.
- Cash bars must be provided by an approved and licensed on-sale liquor provider. List is available at NDCHF or Medora City Auditor. Copy of permit provided to NDCHF.
- Security may be required pending type and size of event, contact North Dakota Cowboy Hall of Fame facility rental manager for details. Security is provided by City of Medora law enforcement staff or designees. Cost is paid directly to City of Medora by facility renter.
- Renter is responsible for general clean-up during and immediately following event. Decorations/product not provided by Center of Western Heritage & Cultures must be removed immediately following the event or coordinate (in advance) with management for its removal. If unreasonably extra effort is required for post-event clean-up by Center of Western Heritage & Cultures staff, renter will be charged additional fees.

North Dakota
LEGENDARY

