

Facility Rental FAQs

Who may rent space at HSP?

The facility is available for public use and may be rented to individuals, organizations, companies and private groups. Discounted rates are available for nonprofit organizations (501c3).

What type of events can be held at HSP?

Our unique setting can accommodate most types of events: meetings, seminars, lectures, workshops, presentations, receptions, and more.

What hours are the rooms available to rent?

Our second floor Patterson Room is available during regular business hours, evenings until 10 p.m., and weekends. Our first floor rooms are available on Mondays, weekday evenings until 10 p.m., and weekends.

Can I serve food at my event?

Yes. You are permitted to bring food, however it is recommended to hire a caterer as there are no kitchen facilities onsite. HSP has a list of preferred caterers who are familiar with the facility and our policies. You may hire your own caterer, but they must contact HSP at least two weeks prior to the event to ensure they are able to abide by our policies. No open flames of any kind (including sternos) are permitted in the building. Click [here](#) ^[1] to see a list of our preferred caterers.

Can I serve alcohol at my event?

Alcohol may be served only by a licensed caterer. In accordance with Pennsylvania law, alcoholic beverages cannot be sold, and individuals must be of legal age to be served. No open containers of alcohol may leave the building.

Can I decorate the room?

Most types of decorations are permitted. Prohibited items include: open flames of any kind (including candles), confetti, and rice. Nothing may be affixed to the walls, however easels may be provided to display signs or banners. Additional equipment including banquet tables, banquet seating, flowers, pipe and drape, and lighting are available through our preferred caterers.

What type of A/V equipment is available for use?

We have a full range of equipment including laptops, projectors, wireless internet, sound system, podium, and microphones available.

What types of historical documents may be displayed?

The Historical Society's collections contain over 21 million items and encompass over 400 years of history on a multitude of subjects. Our staff would be happy to discuss display ideas that may be of interest to you and your guests.

Links

[1] <http://hsp.org/preferred-caterer-list>