

Dossin Great Lakes Museum Price Guide

Nonprofit organizations receive a 10% discount off the rental of the entire museum.

Rental Spaces (November – April)				
Space	Strolling	Banquet Style	Theater Style	Rental Price
Entire Museum	250	N.A.	N.A.	\$2,500
DeRoy Hall	150	75-100	185	\$2,000
Gothic Room	N.A.	40	60	\$850
Rental Spaces (May-October)				
Space	Strolling	Banquet Style	Theater Style	Rental Price
Entire Museum- including Grand Lawn & Waterfront Patio	250	N.A.	N.A.	\$5,000
Entire Museum- including Waterfront Patio	250	N.A.	N.A.	\$3,500
DeRoy Hall+Waterfront Patio	150	75-100	175	\$2,500
Waterfront Patio	75-100	64	160-175	\$1,000
Gothic Room	N.A.	40	75	\$850
Grand Lawn	150	75-100	175	\$3,750

Pricing Includes

Rental Time:

- All rentals include four hours of event time with 90 minutes set up and one hour tear-down time.
- A maximum of two additional hours may be added to rentals for \$150 per additional hour. All rentals must end by midnight.
- Afterhours rentals may start as soon as 6:00 p.m.
- You and your vendors are responsible for the removal of all items brought into the facility for your event.
- Daytime rentals are available on days when the museum is closed and for certain spaces during museum hours.

More questions? Please call 313.833.1849 to schedule a free consultation with our event specialist.

Tables and Chairs:

- All rentals include the use of the Historical Society's tables and chairs.
- If you require tables and chairs beyond what the Historical Society can provide, they must be procured from a third-party vendor.
- Detroit Historical Society staff members are not responsible for the load in, set up, teardown, or storage of equipment from third-party vendors. Delivery and pickup of third-party vendor items must be approved in advance by the Detroit Historical Society event operations staff.
- The Detroit Historical Society does not provide linens. Linens can be rented through your caterer or through a linen vendor.

Tents:

Tent rental and installation is not included within the quoted prices. The Grand Lawn may be tented. Clients must work directly with the Detroit's Historical Society's preferred tent vendor to secure a tent which has been approved for use on site. Tent costs are in addition to the site rental fee and can be negotiated directly with the tent company by Client. The Waterfront Patio may not be tented.

Dossin Great Lakes Museum Access and Parking: There is a parking lot adjacent to the Dossin Great Lakes Museum with ample public parking. However, since this lot is neither owned nor managed by the Detroit Historical Society, we cannot guarantee parking in association with your event.

The Dossin Great Lakes Museum is located on Belle Isle State Park. Belle Isle is very busy on summer afternoons and vehicle access may be restricted by the Michigan State Police or Department of Natural Resources. Guests and Vendors will be provided with passes in advance, which will allow access in this case.

Every vehicle entering Belle Isle State Park must have the State Recreation Passport. If any vehicles attending and event at the Dossin Great Lakes Museum does not have a Passport, they can be purchased upon entrance to the park or at a Customer Service Center. More information on the Recreation Passport can be found online at Michigan.gov/recreationpassport.

Detroit Customer Service Center

1801 Atwater Street

Detroit, MI 48207

313.396.6890

General Museum Admission for Your Guests: General museum admission is included for all Dossin Great Lakes Museum Rentals.

Serving Alcohol: Alcohol is permitted on the premises. However, The Detroit Historical Society does not own a liquor license. The only events that may have a cash bar are nonprofits who obtain a one-day special liquor license through the State of Michigan Liquor Control Commission. The application and associated fees are the responsibility of the client. All alcoholic beverages must be served by one of the Detroit Historical Society approved vendors.

Ticketed Facility Rentals: The Detroit Historical Society does not host events for individuals or businesses selling tickets to the general public, unless it is a nonprofit fundraiser and all ticket sales methods have been pre-approved by Society staff. The Society reserves the right to cancel any event not in compliance with this policy.

Contract Process and Requirements

More questions? Please call 313.833.1849 to schedule a free consultation with our event specialist.

Securing Your Date: Your event date is confirmed with a returned signed contract and **non-refundable deposit** of no less than 50% of the total rental amount. The balance is due 14 days prior to your event. Once an event has been confirmed with a signed contract and deposit, the client may only make changes to the contract that are of an equal or greater monetary value

Security Deposit: All rentals are subject to a \$1,000 security deposit which may be paid by check. If the deposit is not needed, the check will be returned uncashed 10 days after the event.

Cleaning Fee: A non-refundable cleaning fee of \$300 is applied to each rental. This defrays the cost of additional sanitizing protocols and post-event cleaning.

Event Management: After your event is confirmed, a member of our event sales and operations team will contact you to schedule a final walkthrough 4-6 weeks before your event. Staff will create a floor plan for your rented spaces, obtain your vendor’s contact information, and confirm the timeline for your event. On the day of your event a museum assigned staff member will be onsite to ensure the floor plan is set up accordingly, to assist your vendors into the building, and to be your main point of contact throughout the event.

Additional Options

Coat Check	\$30 per hour, per attendant (4 hour minimum)
Gift Shop Attendant	\$30 per hour, per attendant (4 hour minimum)
Additional Rental Time	\$150 per additional hour (you may add up to 2 additional hours)
Security	\$60 per hour, per person (security may be required based on the nature of your event and your final attendance count)
A.V. Attendant	\$30 per hour, per attendant
Basic A.V. (microphone, podium and speakers)	\$150 flat fee, up to 4 hours of use
Advanced A.V. (mic, podium, speakers, projector, screen and laptop)	\$200 flat fee, up to 4 hours of use

Valet and Additional Parking

All events requiring valet service must use our city approved valet vendor. Valet services are booked by Detroit Historical Society staff. If your event requires valet, please contact your event manager to book valet services.

Exclusive Caterers

All food items must be provided by one of our approved caterers or approved food truck. There are occasionally some exceptions made due to religious dietary restrictions. In the case when an exception is made, the caterer must sign the non-exclusive caterer’s waiver and be a licensed business able to comply with Detroit Historical Society event operations and insurance requirements. Additionally, the client must pay an additional \$500 deposit, which is refundable dependent on the client’s chosen caterer fulfilling all the obligations set forth in the non-exclusive caterer’s waiver.

Food Trucks

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The Detroit Historical Society permits food trucks to caterer events at the Dossin Great Lakes Museum. Food trucks must operate in designated spaces and guests must go outdoors to be served. The client and food truck service must comply with the Society's Food Truck Policy. Clients who utilize food trucks must use one of our approved bar tending services for their bar service and table busing during the event.

Approved Caterers

These caterers can provide full event services including catering, serving, table busing, bar tending, linens, rental items, and additional services and items.

Amiccis Pizza

Contact: Chef John
Phone: 313.580.0304
Email: jgrossi61@yahoo.com
Website: outdoorpizzaonsite.com

Holiday Market

Contact: Traci Bahlman
Phone: 248.543.4390
Email: tracibahlman@holiday-market.com
Website: holiday-market.com

Durden's Catering

Contact: Chef, Rytonie Durden
Phone: 313.209.3350
Email: durdenscatering@ymail.com
Website: durdenscatering.com

2 Unique

Contact: Brittany Ling
Phone: 248.607.6909
Email: Brittany@twounique.com
Website: twounique.com

Forte Belanger

Contact: Bonnie Peck
Phone: 248.288.3300
Email: B.Peck@continentalserves.com
Email: info@fortebelanger.com
Website: fortebelanger.com

Cass Catering

Contact: Cass Przybylski
Phone: 248-789-7250
Email: cass@casscatering.com
Website: www.casscatering.com

This caterer focuses on the preparation and serving of food. You will need to hire one of our approved bartending services to ensure your tables are bussed, linen is placed and to bartend your event.

Lazy Bones Smokehouse

Contact: Heidi Huntington
Phone: 586.775.7427
Email: catering@lazybonebbq.com
Website: www.lazybonessmokehouse.net

Bar Tending and Other Services

Most caterers on this list can serve alcohol. If you choose one of our caterers that cannot serve alcohol, you must use one of these bar tending services. You should also hire one of these bar tending services if you are hosting a bar without any additional catering.

Miss Mixology

Contact: Lindsay LaFoy
Phone: 248.941.4026
Email: missmixologyservice.com
Website: missmixologymichigan.com

Detroit On The Rocks

Contact: Jeff Kurncz
Phone: 248.497.2374
Email: detroitontherocks@gmail.com
Website: www.TheDontherocks.com

Sidecar

Contact: Kathy Sullivan
Phone: 248.703.8865
Email: kbs@sidecarbartending.com
Website: Sidecarbartending.com

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