

## Dossin Great Lakes Museum Price Guide

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

<b>Rental Spaces (November – April)</b>				
<b>Space</b>	<b>Strolling</b>	<b>Banquet Style</b>	<b>Theater Style</b>	<b>Rental Price</b>
<b>Entire Museum</b>	250	N.A.	N.A.	\$2,500
<b>DeRoy Hall</b> Day Rate – Before 4pm. Mon-Thurs. ONLY	150	75-100	185	\$700.00
<b>DeRoy Hall</b> Evening Rate – After 5pm. Mon-Sun.	150	75-100	185	\$1,000
<b>Gothic Room</b>	N.A.	40	60	\$850
<b>Rental Spaces (May-October)</b>				
<b>Space</b>	<b>Strolling</b>	<b>Banquet Style</b>	<b>Theater Style</b>	<b>Rental Price</b>
<b>Entire Museum-</b> including the waterfront Patio	250	N.A.	N.A.	\$3,500
<b>DeRoy Hall</b> Day Rate – Before 4pm. Mon-Thurs. ONLY	150	75-100	185	\$700.00
<b>DeRoy Hall</b> Evening Rate – After 5:30pm. Mon-Sun.	150	75-100	185	\$1,000
<b>DeRoy Hall+Waterfront Patio</b>	150	75-100	N.A.	\$1,750
<b>Gothic Room</b>	N.A.	40	75	\$850
<b>Tented Riverside Lawn</b> Includes a frame tent with windowed sides, tables and chairs.	150	75-100	175	\$3,500

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

# Pricing Includes

## Rental Time:

- All rentals include four hours of event time with an hour and a half to decorate beforehand and one hour afterwards for cleanup.
- 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 5:30 p.m.
- You and your vendors are responsible for the removal of all items brought into the facility for your event. Our staff will break down the Historical Society's tables and chairs take care of general clean up.
- Daytime rentals are available on days when the museum is closed and for certain spaces during museum hours.

## Tables and Chairs:

- All rentals include the use of the Historical Society's tables and chairs.
- Tented lawn rental includes the tent, tables, and standard white folding chairs in the rental pricing
- If you require tables and chairs beyond what the Historical Society can provide, they must be brought in from an outside rental company or procured by Detroit Historical Society staff for an additional 20% gratuity fee.
- Detroit Historical Society staff members are not responsible for the load in, set up, teardown, or storage of equipment from outside rental companies or 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. Please find our preferred linen vendor's contact information in the vendor portion of this packet.

**Dossin Great Lakes Museum 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. 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](http://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:** The Detroit Historical Society and it's museums do 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.

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## Contract Process and Requirements

**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

**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	\$25 per hour, per attendant (4 hour minimum)
Gift Shop Attendant	\$25 per hour, per attendant (4 hour minimum)
Additional Rental Time	\$150 per additional hour (you may add up to 2 additional hours)
Security	\$45 per hour, per person (security may be required based on the nature of your event and your final attendance count)
A.V. Attendant	\$25 per hour, per attendant
<b>Basic A.V.</b> (microphone, podium and speakers)	\$150 flat fee, up to 4 hours of use
<b>Advanced A.V.</b> (mic, podium, speakers, projector, screen and laptop)	\$200 flat fee, up to 4 hours of use
<b>Linens and additional rental equipment</b> can be secured by our staff. We charge a 20% gratuity in addition to the total rental price of all items procured.	

## Valet and Additional Parking

All events requiring valet service must use our city approved valet vendor. Valet services are booked by Detroit Historical Museum staff. If your event requires valet, please call 313.833.1808 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

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 bussing during the event.

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## Full-Service 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: John Grossi  
Phone: 313.580.0304  
Email: [jgrossi61@yahoo.com](mailto:jgrossi61@yahoo.com)  
Website: [Amiccispizza.com](http://Amiccispizza.com)

### **Holiday Market**

Contact: Traci Bahlman  
Phone: 248.543.4390  
Email: [tracibahlman@holiday-market.com](mailto:tracibahlman@holiday-market.com)  
Website: [holiday-market.com](http://holiday-market.com)

### **Durden's Catering**

Contact: Chef, Rytonie Durden  
Phone: 313.350.6408  
Email: [durdenscatering@ymail.com](mailto:durdenscatering@ymail.com)  
Website: [durdenscatering.com](http://durdenscatering.com)

### **2 Unique**

Contact: Carolyn Berry  
Phone: 248.607.6906  
Email: [Carolyn@twounique.com](mailto:Carolyn@twounique.com)  
Website: [twounique.com](http://twounique.com)

### **Forte Belanger**

Contact: Bonnie Peck  
Phone: 248.288.3300  
Email: [B.Peck@continentalserves.com](mailto:B.Peck@continentalserves.com)  
Email: [info@fortebelanger.com](mailto:info@fortebelanger.com)  
Website: [fortebelanger.com](http://fortebelanger.com)

## Catering Companies

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](mailto:catering@lazybonebbq.com)  
Website: [www.lazybonessmokehouse.net](http://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](mailto:missmixologyservice.com)  
Website: [missmixologymichigan.com](http://missmixologymichigan.com)

### **Detroit On The Rocks**

Contact: Jeff Kurncz  
Phone: 248.497.2374  
Email: [detroitontherocks@gmail.com](mailto:detroitontherocks@gmail.com)  
Website: [www.TheDonTheRocks.com](http://www.TheDonTheRocks.com)

### **Sidecar**

Contact: Kathy Sullivan  
Phone: 248.703.8865  
Email: [kbs@sidecarbartending.com](mailto:kbs@sidecarbartending.com)  
Website: [Sidecarbartending.com](http://Sidecarbartending.com)

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