

Detroit Historical Museum Price Guide

Nonprofit organizations receive a 10% discount off the rental of the entire museum, Streets of Old Detroit, Gallery of Culture, Americas' Motor City, and Legends Plaza.

	Evening Rentals					
Space	Strolling	Buffet	Plated	Theater Style	Rental Price	Saturday Price
Entire Museum	1,000	N.A.	N.A.	N.A.	\$6,500	\$8,000
<i>Streets of Old Detroit</i>	250	112	128	60-80	\$1,875	\$2,000
<i>Gallery of Culture</i>	150	88	88	120-150	\$1,675	\$1,850
<i>America's Motor City</i>	150	64	88	50-80	\$1,675	\$1,850
<i>Legends Plaza (outdoors)</i>	200	84	100	185	\$1,875	\$2,000
Wrigley Hall	N.A.	64	64	N.A.	\$850	N.A.
Grand Trunk Passenger Station	N.A.	64	64	80	\$750	N.A.
Louise C. Booth Auditorium	N.A.	N.A.	N.A.	139	\$650	N.A.
DeRoy Conference Room	N.A.	N.A.	14	N.A.	\$400	N.A.

	Daytime Rentals (during museum hours)					
Space	Strolling	Buffet	Plated	Theater Style	Price	
Wrigley Hall	N.A.	64	64	N.A.	\$650	
Grand Trunk Passenger Station	N.A.	64	64	80	\$650	
Louise C. Booth Auditorium	N.A.	N.A.	N.A.	139	\$650	
DeRoy Conference Room	N.A.	N.A.	14	N.A.	\$400	

Capacity is subject to change with other spatial needs, such as buffet, dancing, gift table, etc. Music is permitted during daytime rentals but must be kept at a respectful level while the museum is open to visitors.

To schedule an appointment or to speak with a sales associate, Please call 313.833.1849

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.
- Evening rentals taking place Monday through Friday may start as soon as 5:30 p.m. Evening rentals on Saturdays and Sundays may start as soon as 6:30 p.m.
- You and your vendors are responsible for 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.

Tables and Chairs:

- All indoor rentals include the use of the Historical Society's tables and chairs. Furniture for outdoor rentals must come from an outside rental company.
- 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 our preferred linen vendor. Please find our preferred linen vendor's contact information in the vendor portion of this packet.

Parking: Usage of the parking lot is included with all events that take place after museum business hours. Parking during museum operating hours is \$9 per car, as available.

- The self-parking capacity for our lot is 70 vehicles. Valet is able to park approximately 90-100 cars in our lot. This number includes parking for guests and event vendors. If your event requires valet, please contact our event operations staff.
- If you require additional parking for your event, you may rent space from the Wayne State Parking Garages. Please find their contact information in the vendor portion of this packet.

General Museum Admission for Your Guests:

- General museum admission is included for all rentals that take place during museum hours.
- For rentals that take place after museum business hours, access to the museum and its exhibits is included with the rental of the entire museum or one of our three exhibit spaces; *The Streets of Old Detroit Exhibit*, *Allesee Gallery of Culture*, or *America's Motor City Exhibit*.
- Entire museum access can be added to smaller rentals for an additional \$300.

Policies

Serving Alcohol: The Detroit Historical Society and its 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)
Entire Museum Access Package	\$300 (this may be added to smaller events that do not include entire museum access)
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
Basic A.V. (microphone, podium and speakers)	\$100 flat fee, up to 4 hours of use
Advanced A.V. (mic, podium, speakers, projector, screen and laptop)	\$150 flat fee, up to 4 hours of use
Linens and additional rental equipment 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 one of our city approved valet vendors. Our museum parking lot can accommodate 70 self-parked cars. If you are using our exclusive valet services, the parking lot can accommodate between 90 to 100 cars. This number includes parking for guests and event vendors. Should you require extra parking, both garage and surface lot space can be rented through Wayne State University Parking Garages. Valet services and additional parking are booked by Detroit Historical Museum staff. If you event requires valet or additional parking, please call 313.833.1808.

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.

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Food Trucks

The Detroit Historical Society permits food trucks to caterer events at the Detroit Historical 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.

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
Website: Amiccispizza.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: 313.350.6408
Email: durdenscatering@ymail.com
Website: durdenscatering.com

2 Unique

Contact: Carolyn Berry
Phone: 248.607.6906
Email: Carolyn@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

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
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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