

# DETROIT HISTORICAL MUSEUM WEDDINGS

Where  
the past  
is present

DETROIT  
HISTORICAL  
SOCIETY

The Detroit Historical Museum will amaze your guests and give you a wedding day you will never forget. Planning is easy, so let's get started!

**Choose your space package:** Wedding packages include additional rental time and meetings with your assigned event manager, as well as other perks that are not included with most rentals. You are also welcome to build your rental à la cart from our standard rental packet.

**Catering:** Choose from 6 exclusive caterers that are permitted to work in our venue. Please make all your refreshment arrangements directly through the caterer. You will find all their menus, pricing, and contact info at <https://detroithistorical.org/detroit-historical-museum/rentals/approved-caterers-vendors>.

**Adult beverages:** Clients are permitted to supply their own alcoholic beverages as long as the beverages are free to your guests. Your selected caterer must be hired to serve the alcohol.

**Vendors:** You are permitted to select outside vendors to supply your linens, flowers, décor, music, D.J. photo booths, and other items. We have provided a list of preferred vendors if you would like suggestions. All vendors must comply with museum policies.



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## CLASSIC SWEETHEART CEREMONY AND RECEPTION PACKAGE

**Total: \$3,350**

(\$3,000 for Fridays, Sundays and weddings booked January through March)

**Louise C. Booth Auditorium**- ceremony for up to 150 guests

**Streets of Old Detroit** and **Grand Trunk Passenger Station**- dinner,  
dancing and bar

Plated 150, Buffet 136, strolling 150-180

### Includes

- Complimentary museum access for guests
- Complimentary parking for up to 80 cars in the museum parking lot.
- The use of our audio visual equipment for your ceremony, plus microphones and speakers in the reception space for toasts and speeches.
- Access to our museum sound system for back ground music
- 2 meetings with your professional onsite event manager
- 6 hours of event time
- Free rehearsal, if scheduled during museum hours
- Free site usage of the museum for engagement photos
- Usage, set up, and tear down of all museum tables and chairs.
- Event Liability Insurance



## CLASSIC SWEETHEART RECEPTION

**Total: \$2,850**

\$2,500 for Fridays, Sundays and weddings booked January through March

**Streets of Old Detroit** and **Grand Trunk Passenger Station**- dinner,  
dancing and bar

Plated 150, Buffet 136, strolling 150-180

### Includes

- Complimentary museum access for guests
- Complimentary parking for up to 80 cars in the museum parking lot.
- The use of our microphone and speakers for toasts and speeches.
- Access to our museum sound system for back ground music
- 2 meetings with your professional onsite event manager
- 5 hours of event time
- Free site usage of the museum for engagement photos
- Usage, set up, and tear down of all museum tables and chairs.
- Event Liability Insurance



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## INTIMATE GALLERY RECEPTIONS

Note: capacity numbers have taken into account the space needed for seating, dancing, and whether or not a buffet style meal is being served.

### Includes

- Complimentary museum access for guests
- Complimentary parking for up to 80 cars in the museum parking lot.
- The use of our microphone and speakers for toasts and speeches. Background music can also be played through this sound system.
- 2 meetings with your professional onsite event manager
- 5 hours of event time
- Free site usage of the museum for engagement photos
- Usage, set up, and tear down of all museum tables and chairs.
- Event Liability Insurance

Space	Regular Price	Saturday Price	Buffet Capacity	Plated Capacity	Strolling Capacity
Streets of Old Detroit	\$1,875	\$2,000	Buffet 70	Plated 78	Strolling 125
Gallery of Culture	\$1,675	\$1,850	Buffet 72	Plated 72	Strolling 100
America's Motor City	\$1,675	\$1,850	Not enough capacity	Plated 56	Strolling 75-100

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## GRAND GALLERY RECEPTIONS

### Total: \$8,000

\$6,500 for Fridays, Sundays and weddings booked January through March

Grand Gallery Receptions include the usage of the entire museum with refreshments, bars, dancing, and seating set up throughout all three levels of the museum. Depending on the amount of seating you would like, the capacity is from 400-650 guests

### Includes

- Entire Museum access for guests and event set up
- Complimentary parking for up to 80 cars in the museum parking lot.
- The use of our microphone and speakers for toasts and speeches.
- 3 meetings with your professional onsite event manager
- 6 hours of event time
- Additional set up and tear down time
- Free site usage of the museum for engagement photos
- Usages, set up, and tear down of all museum tables and chairs.
- Museum gift shop open during the strolling dinner
- Complimentary coach check attendant per 100 guests
- Event Liability Insurance

### RENTAL TIME:

- All rentals packages include an additional hour and a half to decorate beforehand and one hour afterwards for cleanup.
- 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. The latest events may go is 12 a.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.



## 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. Clients may provide their own alcohol as long as it is free for guests and the caterer is hired to serve the alcohol.

## 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, your assigned event manager will contact you to begin getting your event details and to schedule any onsite appointments 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 your event manager 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.

## VALET AND ADDITIONAL PARKING

All events requiring valet service must use one of our city approved valet vendors. Our museum parking lot can accommodate 80 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 your event requires valet or additional parking, please call 313.833.1808.

## EXCLUSIVE CATERERS

All food items, other than a wedding cake and pre-packaged favors, must be provided by one of our approved caterers. There are occasionally some exceptions made due to religious dietary restrictions. In the case when an exception is made, the caterer must be a licensed business able to comply with Detroit Historical Society event operations and insurance requirements.

## DURDEN'S CATERING

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

## EVENTS OF EXCELLENCE

Phone: 248-353-8300  
Email: [eventsofexcellencecatering@gmail.com](mailto:eventsofexcellencecatering@gmail.com)  
Website: [eventsofexcellencecatering.com](http://eventsofexcellencecatering.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)

## 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)

## KOSCH CATERING

Contact: Fran Allen  
Phone: 248.608.0690 ext. 21  
Email: [fran@koschcatering.com](mailto:fran@koschcatering.com)  
Email: [catering@koschcatering.com](mailto:catering@koschcatering.com)  
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## 2 UNIQUE

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