



GLESSNER HOUSE

PRAIRIE AVENUE | CHICAGO

A STUNNING BACKDROP FOR YOUR PERFECT DAY

Surround yourself in the charm and beauty of Glessner House. Our elegant spaces are sure to delight you and your guests, and offer a unique location for your wedding. Completed in 1887, this National Historic Landmark offers a lovely private Courtyard, a one-of-a-kind Coach House, a gracious Dining Room, and a spacious Wedding Suite for your use. Your wedding will be classic, elegant, and unforgettable at Glessner House.

Contact Kathy Cunningham at (312) 326-1480, or @kcunningham@glessnerhouse.org, for an appointment to discuss your ideal wedding.

WEDDING CEREMONY AND/OR RECEPTION

FRIDAY: \$5,500 SATURDAY: \$6,000 SUNDAY: \$5,500

Includes use of the Coach House, Courtyard, and Wedding Suite on the day of the wedding; use of tables and chairs (see reverse for specific types and numbers); use of a 15'x18' dance floor, and use of in-house sound system. Fee includes time for a rehearsal run-through prior to the wedding. Event staff will be on site. Includes parking lot and attendant weekdays after 5:00 p.m., or all day on weekends.

CEREMONY ONLY

FRIDAY: \$475/HR SATURDAY: \$500/HR SUNDAY: \$450/HR

Includes use of rooms for a **minimum of 4 hours, 1 hour** of rehearsal the day before, and **3 hours** on the day of the wedding (additional time is available and will be billed by the hour); use of tables and chairs (see reverse for types and numbers); and use of sound system. Event staff is on site. Parking lot with attendant is available for \$150 on weekdays after 5:00 p.m., or all day on weekends.

CAPACITIES

Coach House—80 seated; 100 cocktail

Courtyard—100 seated; 100 cocktail

Dining Room—40 seated; 50 cocktail

OTHER

Exclusive Catering: D'Absolute Catering
Chris Constantine, info@dabsolute.com, 773-282-6106.

Exclusive Lighting Design: Art of Imagination
Deborah Weisenhaus, deborah@artofimagination.com, 773-632-8553.

Ceremonies can be held in the adjacent Chicago Women's Park & Gardens. This requires a use permit from Chicago Park District. The cost is approximately \$510 plus a refundable security deposit. We will help with the process.

Proof of Event Insurance is required. We can recommend an insurer if needed.

WEDDING PACKAGES

GLESSNER HOUSE TOURS FOR EVENTS

Make your special occasion even more memorable by treating your guests to a tour of Glessner House. For no additional fee, you can include a 15 minute tour of the museum's first floor led by trained docents.

CATERING

Our exclusive caterer, D'Absolute Catering, will provide your food, staffing, and equipment. You may obtain alcohol and desserts from other vendors, but they must be served by D'Absolute catering staff.

LIGHTING, AUDIO, & PROJECTION

A basic lighting package is included for events held in the Courtyard after sunset. Our exclusive lighting designer, Art of Imagination, can provide a variety of optional lighting and décor if desired.

Live and/or recorded music is allowed. All DJs and bands must use our in-house sound system. **All amplified sound must end by 10:00 p.m.**

In addition, the following is available for a fee: LCD projector, screen & AV cart for \$50.

FURNITURE

The following is available at no charge: twelve 48" round and twelve 6' rectangular tables; eight 6' serpentine tables; 48 white metal chairs; 36 red metal/plastic chairs; 45 red upholstered chairs (Dining Room only); speaker's podium.

OTHER RENTALS AND SERVICES

We will coordinate the rental of additional equipment such as tents, stages, or patio heaters if needed. For entertainment, décor, and photography you can contract with your choice of vendors, or provide your own.

SECURITY DEPOSIT

A \$500 refundable deposit will serve to secure your date and is required for every event. The deposit is due upon signing the Event Agreement. The deposit will be fully refunded within 30 days after the event provided there is no damage to the property or violations of the Agreement.

HOLIDAYS

An additional \$500 fee is required for weddings on New Year's Eve, New Year's Day, Martin Luther King Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Christmas Eve, or Christmas Day.