



GLESSNER
HOUSE
MUSEUM

Wedding Packages

Cocktail/Dinner/Dancing Receptions

with or without Ceremony

Current as of January 1, 2012

Saturdays – \$2800

All Other Days – \$2300

Flat Rate – maximum of ten (10) hours, including set-up/clean-up

Additional time available at \$225/hour

Available 8:00am till Midnight, typically 2:00pm to Midnight

Plus \$500 refundable security/damage deposit

Includes:

Use of the Coach House & Courtyard

Use of Conservatory as a Bridal Suite

Possible day before tent set-up/Day after take-down

Possible day before equipment drop-offs/Day after pick-ups

Use of available GHM tables/chairs/other equipment

Set-up/clean-up must be provided by caterer

Personal Day of Event Coordinator

Security/Facility Manager on duty

Additional \$500, if desired date is a Holiday (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Tours of the museum are available for an additional \$5/person fee for a 30-minute guided tour. Highly recommended during cocktails; guests do not have another option for accessing the museum.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Our exclusive caterer is D'Absolute Events & Catering (www.dabsolute.com). They are fully licensed and insured and will provide all your food (appetizers to full-plated dinners), service (kitchen, waiters, bartenders), and equipment (dishes, silverware, glassware). You can contract with other vendors or provide your own alcohol and desserts (cake/cupcakes, sweets).

For additional equipment of linens, tables, chairs, dance floor, and/or tent (if necessary), our exclusive vendor is Classic Party Rentals (www.classicpartyrentals.com). You can contract with other vendors or provide your own décor (flowers, paper goods) and audio equipment (speakers, microphone).

Art of Imagination (www.artofimagination.com) is our in-house designer and offers a basic outdoor lighting package that is required for the safety and security of your guests. They can also provide a variety of optional ambient lighting and decorative enhancements as well as fabric draping and other furniture staging, if desired.

Ceremonies can also be held in the Chicago Women's Park & Gardens next door. We will coordinate such events and assist in obtaining a use-permit from the Chicago Park District (www.chicagoparkdistrict.com).

A two-hour Level I permit is \$460 plus a \$35 application fee and a \$140 refundable security deposit.

1800 S. Prairie Avenue, Chicago, IL 60616 312-326-1480 Fax 312-326-1397

www.glessnerhouse.org rentglessnerhouse@sbcglobal.net



GLESSNER
HOUSE
MUSEUM

Ceremony-Only Weddings

*With Light Refreshments;
Alcoholic Beverages Allowed
Current as of January 1, 2012*

Coach House OR Courtyard

Saturdays – \$150/hour Any Other Day – \$125/hour

Dining Room (use of piano additional \$300)

Any Day – \$250/hour

Hourly Rate – minimum of three (3) hours, including set-up/clean-up

Combo pricing for utilizing multiple spaces

Available 8:00am till Midnight

\$200 refundable security/damage deposit

Includes:

Possible day before tent set-up/Day after take-down

Possible day before equipment drop-offs/ Day after pick-ups

Use of available GHM tables/chairs/other equipment

Set-up/clean-up must be provided by caterer

Personal Day of Event Coordinator

Trained/Uniformed Security Guard on duty

Conservatory not available – can be used as Bridal Suite for additional \$100 flat fee.

Additional \$500, if desired date is a Holiday (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Tours of the museum are available for an additional \$5/person fee for a 30-minute guided tour. Highly recommended during cocktails; guests do not have another option for accessing the museum.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Our exclusive caterers are D'Absolute Events & Catering (www.dabsolute.com) and City Provisions (www.cityprovisions.com). They are fully licensed and insured and will provide all your food, service (waiters, bartenders), and equipment (dishes, silverware, glassware). You can contract other vendors or provide your own alcohol and desserts (cake/cupcakes, sweets).

For additional equipment of linens, tables, chairs, dance floor, and/or tent (if necessary), our exclusive vendor is Classic Party Rentals (www.classicpartyrentals.com). You can contract with other vendors or provide your own décor (flowers, paper goods) and audio equipment (speakers, microphone).

Art of Imagination (www.artofimagination.com) is our in-house designer and offers a basic outdoor lighting package that is required for the safety and security of your guests. They can also provide a variety of optional ambient lighting and decorative enhancements as well as fabric draping and other furniture staging, if desired.

1800 S. Prairie Avenue, Chicago, IL 60616 312-326-1480 Fax 312-326-1397

www.glessnerhouse.org rentglessnerhouse@sbcglobal.net



GLESSNER
HOUSE
MUSEUM

Ceremony-Only Weddings

No Food or Beverage Allowed

Current as of January 1, 2011

Coach House OR Courtyard

Saturdays – \$300 All Other Days – \$250

Dining Room (use of piano additional \$300)

Any Day – \$600

Flat Rate – maximum time of three (3) hours

Available 8:00 am till Midnight

No security/damage deposit required

Includes:

Possible day before tent set-up/Day after take-down

Possible day before equipment drop-offs/Day after pick-ups

Use of available GHM tables/chairs/other equipment

Room set-up/clean-up provided

Personal Day of Event Coordinator

Conservatory not available – can be used as Bridal Suite for additional \$100 flat fee.

Additional \$500, if desired date is a Holiday (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Tours of the museum are available for an additional \$5/person fee for a 30-minute guided tour. Highly recommended during cocktails; guests do not have another option for accessing the museum.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Art of Imagination (www.artofimagination.com) is our in-house designer and offers a basic outdoor lighting package that is required for the safety and security of your guests. They can also provide a variety of optional ambient lighting and decorative enhancements as well as fabric draping and other furniture staging, if desired.



GLESSNER
HOUSE
MUSEUM

Party/Reception Events

With Food & Alcoholic Beverages

Current as of January 1, 2012

Coach House/Courtyard/Conservatory individually

Saturdays – \$175/hour All Other Days – \$150/hour

Coach House/Courtyard Combo

Saturdays – \$225/hour All Other Days – \$200/hour

Dining Room (use of Parlor piano additional \$300)

All Days – \$350/hour

Not-for-profit rates available.

Hourly Rate - minimum of four (4) hours, including set-up/clean-up

Available 8:00am till Midnight

Plus \$500 refundable security/damage deposit

Includes:

Possible day before tent set-up/Day after take-down

Possible day before equipment drop-offs/Day after pick-ups

Use of available GHM tables/chairs/other equipment

Set-up/clean-up must be provided by caterer or renter

Security/Facility Manager on duty

Additional \$500, if desired date is a Holiday (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Tours of the museum are available for an additional \$5/person fee for a 30-minute guided tour. Highly recommended during cocktails; guests do not have another option for accessing the museum.

Parking Lot Rental is an option for \$250/event, which includes access to approx. 60 spaces located just two blocks away and general liability insurance. The rental fee does not include valet service.

Our exclusive caterer is D'Absolute Events & Catering (www.dabsolute.com). They are fully licensed and insured and will provide all your food (appetizers to full-plated dinners), service (kitchen, waiters, bartenders), and equipment (dishes, silverware, glassware). You can contract with other vendors or provide your own alcohol and desserts (cake/cupcakes, sweets).

For additional equipment of linens, tables, chairs, dance floor, and/or tent (if necessary), our exclusive vendor is Classic Party Rentals (www.classicpartyrentals.com). You can contract with other vendors or provide your own décor (flowers, paper goods) and audio equipment (speakers, microphone).

Art of Imagination (www.artofimagination.com) is our in-house designer and offers a basic outdoor lighting package that is required for the safety and security of your guests. They can also provide a variety of optional ambient lighting and decorative enhancements as well as fabric draping and other furniture staging, if desired.

1800 S. Prairie Avenue, Chicago, IL 60616 312-326-1480 Fax 312-326-1397

www.glessnerhouse.org rentglessnerhouse@sbcglobal.net



GLESSNER
HOUSE
MUSEUM

Showers & Small Parties

With Food & Non-Alcoholic Beverages

Current as of January 1, 2012

Coach House OR Courtyard

Saturdays – \$75/hour All Other Days – \$50/hour

Coach House/Courtyard combination

Saturdays – \$100/hour All Other Days – \$75/hour

Not-for-profit rates available.

Hourly Rate – minimum time of four (4) hours

Available 8:00am till Midnight

Plus \$200 refundable security/damage deposit

Includes:

Possible day before tent set-up/Day after take-down

Possible day before equipment drop-offs/ Day after pick-ups

Use of available GHM tables/chairs/other equipment

Set-up/clean-up must be provided by caterer or renter

Dining Room & Conservatory not available.

Additional \$500, if desired date is a Holiday (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Tours of the museum are available for an additional \$5/person fee for a 30-minute guided tour. Highly recommended during cocktails; guests do not have another option for accessing the museum.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Our exclusive caterer is D'Absolute Events & Catering (www.dabsolute.com). They are fully licensed and insured and will provide all your food (appetizers to full-plated dinners), service (kitchen, waiters, bartenders), and equipment (dishes, silverware, glassware). You can contract with other vendors or provide your own desserts (cake/cupcakes, sweets).

For additional equipment of linens, tables, chairs, dance floor, and/or tent (if necessary), our exclusive vendor is Classic Party Rentals (www.classicpartyrentals.com). You can contract with other vendors or provide your own décor (flowers, paper goods) and audio equipment (speakers, microphone).

Art of Imagination (www.artofimagination.com) is our in-house designer and offers a basic outdoor lighting package that is required for the safety and security of your guests. They can also provide a variety of optional ambient lighting and decorative enhancements as well as fabric draping and other furniture staging, if desired.



GLESSNER
HOUSE
MUSEUM

Meetings/Seminars/Lectures Workshops/Classroom Events

Food & Non-alcoholic Beverages Allowed
Current as of January 1, 2012

Coach House OR Conservatory

Saturdays – \$75/hour All Other Days – \$50/hour

Coach House/Conservatory combination

Saturdays – \$100/hour All Other Days – \$75/hour

Not-for-profit rates available.

Hourly Rate – minimum time of three (3) hours

Available 7:00 am to 11:00 pm

Plus \$200 refundable security/damage deposit

Includes:

Possible day before equipment drop-offs/ Day after pick-ups

Use of available GHM tables/chairs/other equipment

LCD projector and screen available for \$25

Room set-up/clean-up provided

Courtyard & Dining Room not available.

Not available on Holidays (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Guided Museum Tours are available for an additional per person fee.

Please ask for details on tour options and pricing.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Food and non-alcoholic beverages can be provided by the renter or delivered by a restaurant.

GHM can provide basic beverage service (water/coffee/tea) for additional \$25 fee.

If a catering option is needed, our exclusive caterer is D'Absolute Events & Catering (www.dabsolute.com).

They are fully licensed and insured, and can provide all your food, service, and equipment.

For additional equipment of linens, tables, and chairs (if necessary), our exclusive vendor is Classic Party Rentals (www.classicpartyrentals.com). You can contract with other vendors or provide your own décor and audio equipment (speakers, microphone).



GLESSNER
HOUSE
MUSEUM

Meetings/Seminars/Lectures Workshops/Classroom Events

Non-Alcoholic Beverages Only

Current as of January 1, 2012

Coach House OR Conservatory

Any day – \$100

Coach House/Conservatory combination

Any day – \$150

Not-for-profit rates available.

Flat Rate – maximum time of three (3) hours

Available 7:00 am to 11:00 pm

No security/damage deposit

Includes:

Possible day before equipment drop-offs/Day after pick-ups

Use of available GHM tables/chairs/other equipment

LCD projector and screen available for \$25

Room set-up/clean-up provided

Courtyard & Dining Room not available.

Not available on Holidays (New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, or Christmas Day).

Guided Museum Tours are available for an additional per person fee.

Please ask for details on tour options and pricing.

Parking Lot Rental is an option for evening and weekend events for \$250/event, which includes access to approx. 60 spaces about a block away and general liability insurance. It does not include valet service.

Beverage service can be provided by the renter or delivered by a restaurant.
GHM can provide basic beverage service (water/coffee/tea) for additional \$25 fee.