

HILL-STEAD MUSEUM

2018 Wedding Rental Rates

Discover the timeless elegance and versatile spaces of one of Connecticut's premier historic properties.

<p>Makeshift Theater</p>	<p>An historic Arts and Crafts-style wood paneled room in the Carriage Barn. Fully heated and air-conditioned.</p> <p>Capacities: Seated receptions: 40- 100 guests Standing receptions: 200 guests Ceremonies, seated in rows: 150 guests</p> <p>Fees: \$3,500 \$2,500 (winter rate from November-April)*</p> <p>*Please note that if a wedding ceremony is included, there will be an additional fee.</p> <p>This room is located adjacent to a small catering kitchen.</p>
<p>Sunken Garden</p>	<p>A one-acre perennial garden with summer house and stone walls *</p> <p>Capacities: Seated ceremonies: 150 guests Standing receptions: 150-200 guests</p> <p>Fee: \$3,500</p> <p>*Please note that if a wedding ceremony is included, there will be an additional fee.</p> <p>*The Makeshift Theater is used in the event of rain for a \$500 upcharge. Charge to be included in total event cost whether or not theater is used. No tents may be used in the Sunken Garden.</p> <p>The garden does not have existing lighting for events after sunset. Additional lighting will need to be brought in by renter/event host.</p>
<p>Veranda & West Lawn</p>	<p>A superb setting with Mount Vernon-styled porch and exceptional vistas.</p> <p>Capacities: Seated receptions or ceremonies: 200+ guests Standing receptions or ceremonies (seated in rows): 200+ guests</p> <p>Fee: \$7,000</p> <p>Please note that if a wedding ceremony is included, there will be an additional fee. This area will accommodate up to a 80'x120' tent.</p>
<p>Grass Court</p>	<p>A grassy glen with views of the historic house. The estate's tennis court was originally on this site.</p> <p>Capacities: Seated receptions or ceremonies: 150 guests Standing receptions or ceremonies (seated in rows): 200 guests</p> <p>Fee: \$5,000</p> <p>*Please note that if a wedding ceremony is included, there will be an additional fee. This area will accommodate up to a 60'x100' tent.</p>

CUSTOMIZED OPTION	Ceremony Only Fee: \$3,000 Available spaces for these options include the Sunken Garden, West Lawn, North Lawn and the Makeshift Theater. Includes ceremony rehearsal time.
CUSTOMIZED OPTION	The Grand Entrance! Fee: \$5,000 Fee includes photo opportunities inside the museum (Drawing Room only) for up to 8, use of the grand staircase for couple (to walk down and for photography), and opening of the front Veranda door for presentation to guests onto the West Lawn.
Outdoor Photography	Wedding parties must arrive on the museum property no later than 5:30pm. Sessions must be scheduled in advance. \$350 for 2 hours
ADDITIONAL FEES	
Damage Deposit \$500	Refundable if repairs or extraordinary cleaning services are not needed following the facilities use. This deposit is required for all events.
Open House of the First Floor of the Museum \$500	All guests will have access to the Museum for one hour of your choosing between 4pm and 8pm. Docents will be stationed on the first floor and can interact with guests while they leisurely tour the open house.
Ceremony Fee Option 1 \$500	For an add-on ceremony in the Sunken Garden or on grounds anywhere other than the West Lawn. If the reception is planned for the West lawn, the upcharge remains \$500. Includes ceremony rehearsal time.
Ceremony Fee Option 2 \$800	For a West Lawn ceremony to be added on to a Sunken Garden, Makeshift Theater or Grass Court reception. Includes ceremony rehearsal time
Fire Watch Fee \$700	Required by state law for tented events; provides for two Town of Farmington firepersons and a fire vehicle on the grounds during the event.

Rentals extending more than six hours will incur an additional \$400 per hour.

All reception options include six hour rental, a life-time Patron membership to Hill-Stead Museum, access to the grounds for photography, use of the bride's room, a Museum Representative, security coverage, set up of any equipment rented from Hill-Stead (tables, chairs and other equipment can be rented from Hill-Stead for an additional \$350 fee), and 15 admission passes for a guided tour during museum hours (Tues- Sun, 10am-4pm, last tour at 3pm)..

Membership Benefits

Patron life-time members of the Museum will receive the following benefits following the wedding:

- Complimentary, unlimited Museum admission
- Complimentary admission for up to two guests per visit
- Complimentary or reduced admission to Museum programs
- Reciprocal benefits at 36 national Museums and galleries
- A 20% discount in the Museum Shop

Museum Equipment

Hill-Stead Museum has the following items available for use in either the Makeshift Theater, Pope Board Room, or Sunken Garden. An additional \$350 set-up fee will be charged for use of any of these items.

- Eight 8' tables
- Six 6' tables
- Ten 60" round tables
- Six high top cocktail tables
- 45 gold Chiavari chairs (for use in Makeshift Theater or Pope Board Room only)
- 70 black plastic folding chairs
- Podium
- Screen, laptop, LCD projector
- Coat racks

Deposit.

Reservation is made when the contract is signed by the Renter/Host and returned to Hill-Stead Museum with a \$1500 non-refundable deposit. Renter/Host will receive a contract with terms and payment schedule.

Insurance

Thirty (30) days prior to the scheduled event, Renter/Host must provide the museum with a certificate of general public liability insurance, naming Hill-Stead Museum as additional insured with a minimum limit of \$1 million, against claims for bodily injury, property liability and damage. If liquor is to be served, the caterer or bartender must furnish a certificate of insurance showing liability, liquor liability, automobile liability and workers compensation coverage.

Rentals and Catering

Catering, tent and equipment rentals may be arranged through Hill-Stead's approved vendors. We will be pleased to assist you with questions and recommendations.

All outdoor events must conclude by 10:30 p.m. as a courtesy to our neighbors

For more information or to request a tour of Hill-Stead's event spaces, please contact:

Jennifer Mooney, Manager of Private Rentals and Corporate Functions

860.677.4787 ext. 134, mooneyj@hillstead.org