

FACILITY USE *I* NFORMATION

HUBER COURT RENTAL FEE INCLUDES:

- o Huber Court for wedding ceremony and reception.
- o An adjoining gallery or a Museum garden for cocktail hour. All Museum galleries may be open for viewing for an additional fee.
- o Tables and Chiavari-style chairs, china, and flatware.
- o Use of up to two dressing room spaces.
- o All necessary Chrysler Museum staff.
- o Chrysler Museum Household Membership

Parking

- The Museum offers complimentary parking.

Scheduling

- Events may begin at 6:30 p.m. Main doors will open for guests at 6 p.m., as the Museum is open to the public until 5 p.m.
- Any contracted employees not named by the Chrysler as Approved Vendors must be preapproved by the Special Events Department prior to the signing of a contract with them.
- All rental balances must be paid in full 60 days prior to the event date. Any payments not made in a timely manner will be assessed a **\$500 late fee**. If the total balance due for your event (including all late fees) has not been paid in full as of 21 days prior to the event date, your event at the Chrysler will be cancelled. Under the Lease Agreement, no payments made will be refunded, and the lessee remains obligated to pay the entire rental fee.
- Lessee must secure and maintain \$1,000,000 combined single-limit general liability insurance coverage for the event. Under the Lease Agreement, the Chrysler Museum of Art, the City of Norfolk, and their officers, employees, agents, and representatives must be named as additional insured parties.
- A certificate of insurance must be provided at least 60 days prior to the event. Failure to provide evidence of the required insurance coverage will result in cancellation of the Lease Agreement without refund of deposit or rental fee.
- If the client is purchasing an ABC Banquet License and supplying any alcohol, alcohol delivery may take place only after 3 p.m. on the event day.

Photography

- Photography is allowed only in Huber Court and other designated areas

Catering

- The Museum requires the use of one of our exclusive caterers for all events. For contact information, please call our Special Events Department at 757.664.6207 or 757.333.6233.
- Red wine may be served only in Huber Court.

Decorations

- The Special Events Department reserves the right to approve all decorations brought into the Museum. All decorations and signs must be freestanding.
- Candles or open flames are not permitted in the Museum. Any decorative candles must be battery operated, electric, or the like.
- Confetti, birdseed, and balloons are not permitted anywhere on Museum grounds.
- City of Norfolk ordinance prohibits the use of sparklers and similar fireworks.
- Any artwork on display or scheduled to be on view will remain in place for the event.

Weddings

- Wedding rehearsals are included with the rental of Huber Court and are scheduled from 3–4 p.m. on the day prior to the wedding.
- A bridal or engagement portrait session in Huber Court is included with the rental of the Museum for a wedding and/or reception. All portrait sessions must be scheduled with Special Events for when the Museum is closed to the public.
- We require the use of a professional day-of-event coordinator for all wedding ceremonies and receptions.
- Dressing rooms are provided for the bridal party, as well as for the groomsmen.



CHRYSLER MUSEUM of ART

RENTAL TIMES *E* RATES

HUBER COURT

The Huber Court rental includes use of an adjoining gallery or a Museum garden for a cocktail hour. A garden also may be used for an outside ceremony. The fee is based on a five-hour rental, 6:30–11:30 p.m. Doors may open at 6 p.m.

Saturday—\$5,900
Friday or Sunday—\$4,900
Monday through Thursday—\$4,500

Additional time fees or luncheon prices are available upon request.

THE GEORGE M. AND LINDA H. KAUFMAN THEATER

Rental times are flexible, but performances or programs are not permitted during open Museum hours. Doors may not open until 6 p.m.

Operetta Package (up to four hours usage)—\$950
Concerto Package (up to eight hours usage)—\$1,400

Both package times include loading and unloading, rehearsal, performance, and receptions. Museum production staff fees are not included. Additional time fees are available upon request.

THE PERRY GLASS STUDIO

The Perry Glass Studio is available on a limited basis for events. The fee is based on four-hour evening rental. Each rental includes a glass demonstration and keepsake creation.

Perry Glass Studio Rental—\$2,500

(Updated January 2017)



For any rental inquiries or questions, please contact the Special Events Department at 757.664.6207 or 757.333.6233.
One Memorial Place • Norfolk, VA 23510 • @ChryslerMuseum • chrysler.org

Thank you for considering the Chrysler Museum of Art as the site of your event. The Chrysler, at One Memorial Place in Norfolk, offers a variety of spaces suitable for your special ceremony, party, or presentation. To reserve a Museum space, please contact our Special Events Department at 757.333.6233, 757.664.6207, or events@chrysler.org.

APPROVED VENDORS

The Chrysler Museum of Art is pleased to suggest the following professionals for their quality service. Those designated with boldfaced entries are our Preferred Vendors, highly recommended for their proven excellence. We suggest you contact them first. All Preferred Vendors keep a current copy of their business licenses and business insurance on file with the Museum.



EXCLUSIVE CATERERS

Cuisine and Company
757.428.6700
cuisineandcompany.com

Chef by Design
757.496.3900
chefbydesigncatering.com

CAKES & DESSERTS

Cake Delights
757.227.5351
mycakedelights.com

Chocollage Bakery
757.533.5335

Gourmet Bake Shoppe, Inc.
757.499.4451
gourmetbakeshoppe.com

Incredible Edibles Bakery
757.463.9980
incredibleediblesbakery.com

Just Cupcakes
757.671.1010
757.671.2020
justcupcakes.net

Patti Cakes, Inc.
252.435.2726
patticakesinc.net

Shockley's Sweet Shoppe
757.284.9817
shockleysweetshoppe.
blogspot.com

Sugar Plum Bakery
757.422.3913
sugarplumbakery.org

DISC JOCKEYS, LIVE BANDS & MUSICIANS

Astro Entertainment
757.460.2224
astrodj.com

DJ Taylor Haycox
757.286.7316
djtaylorhaycox.com

The Galliard Trio
757.363.3012
757.410.2269
galliardtrio.com

Harbor String Quartet
757.481.3329
harborquartet.com

Mary Jones—Harpist
757.925.1435

More Music Group
757.463.1940
moremusicgroup.com

Vincent Zentner—Harpist
757.630.4530

DÉCOR & DESIGN

Astro Entertainment
757.460.2224
astrodj.com

Blue Steel Pro Lighting
757.816.1939
blusteelprolighting.com

Ice Art, Inc.
757.498.4777
iceartva.com

Isha Foss Events
757.410.3436
ishafossevents.com

Stage Right Lighting
757.473.8548
stagerightlighting.com

EVENT PLANNING

Antonia Christianson Events
Missy Christianson
757.650.2152
antoniachristiansonevents.com

As You Wish
Brandi Hunley
757.374.1513
asyouwishva.com

Astro—Day of Coordination
Pari Smith
757.460.2224, ext. 102
pari@astrodj.com

Baxter's Creative Events
Sandy Baxter
757.470.1735
baxterscreativeevents.webs.
com

Carolyn Celeste Weddings
757.632.7195
carolyn@carolynceleste.com

Emily Weddings
757.751.9336
emilyweddings.com

MorLina Events
Michele Carrizales
757.724.3274
morlinaevents.com

Reva Stein
757.373.1555 (c)
757.422.1331
revaks@cox.net

Soirees by Lauren, LLC
Ashley Fussell
757.434.4266
soireebylauren.com

Style Events
757.282.6938
facebook.com/
vbweddingplanner

Uniquely Yours by Pearl
Pearl Taylor
757.406.7947 (c)
757.721.2794
uniquelyyoursbypearl.com

Vivid Expressions, LLC
757.802.3100
888.878.4843
vividexpressions.com

FLORISTS

Black Iris
757.282.6912
blackirisfloralevents.com

Bloom – The Art of Flowers
757.623.9399
bloomtheartofflowers.com

Fairfield Flowers
757.474.1500
fairfieldflowers.net

Isha Foss Events
757.410.3436
ishafossevents.com

Leslie Hartig Floral Designer
757.489.3154
bloomsikh@aol.com

The New Leaf
757.627.6028
newleafghent.com

Norfolk Wholesale Floral
757.625.0901
norfolkwholesalefloral.com

Vivid Expressions, LLC
757.802.3199
888.878.4843
vividexpressions.com

MAKE UP STYLIST

Kim Wadsworth for BridesMade
757.617.3587
kimwadsworth.com

Make Up by Candice
757.478.2579
makeupbycandice.com

PHOTOGRAPHY

Bill Murray's OnOn Digitography
757.368.7800
onon.com

Charlie Gunter Photography
757.287.6872
charliegunterphotography.com

David Schwartz Photography
757.639.5124
davidschwartzphotography.com

Dustin Lewis Images
757.748.2586
dustinlewisimages.com

Echard Wheeler Photography
757.633.3010
echard-wheeler.com

Elise Theuer Photography
757.277.6420
eliseitheuerphotography.com

Hayne Photographers
757.201.7973
877.656.6654
haynephotographers.com

Heather Hughes Photography, LLC
757.870.4006
heatherhughesphotography.com

Images In Light
Glenn Bashaw
757.642.0778
imagesinlight.com

Keith Cephus Photography
757.430.2169
keithcephus.com

Ross Costanza Photography
757.647.4610
rosscostanza.com

Sam Hughes Photography
757.489.1320
samhughesphotography.com

Will Hawkins Photography
757.470.1751
will-hawkins.com

Will King Photography
757.344.0040
willkingphotography.com

PHOTO BOOTHS

Astro Entertainment
757.460.2224
astrodj.com

The Boardwalk Photo Booth Company
757.510.1508
boardwalkphotoboothcompany.
com

SnapQube
757.774.7823
snapqube.com

RENTAL EQUIPMENT & LINENS

Acclaimed Events & Rentals
757.623.6100
acclaimedevents.com

Ampa Events of Tidewater, Inc.
800.358.5451
ampaevents.com

Distinctive Event Rentals
757.420.7000
distinctiveeventrentals.com

SPECIALTY LIGHTING

Astro Entertainment
757.460.2224
astrodj.com

Blue Steel Pro Lighting
757.816.1939
blusteelprolighting.com

Stage Right Lighting
757.473.8548
stagerightlighting.com

STATIONERY & INVITATIONS

Jacobson Fine Papers & Gifts
757.422.6595
jacobsonfinepapers.net

RSVP Stationery
757.498.6100
rsvpstationery.net

TRANSPORTATION

Royal Coach Limousines
757.420.9331
royalcoachlimo.net

Venture Tours
757.494.1480
venturebustours.com

VIDEOGRAPHY

The Girl Tyler
757.869.8844
thegirlytyler.com

ViewItDolt Inc.
757.741.8434
viewitdolt.com

VALET PARKING

Express Valet, LLC
757.718.1706
expressvalet.com

WEDDING RESOURCES

The Knot
theknot.com

Wedding Wire
weddingwire.com