

Hospitality Event Services

Frederik Meijer Gardens & Sculpture Park is a non-profit, cultural institution dedicated to promoting the enjoyment, understanding and appreciation of gardens, sculpture, the natural environment and the arts. Meijer Gardens is also a gathering place for events. The facility is available for private use and includes access to many gardens to enhance your experience. The beauty of the facility and grounds makes Meijer Gardens a unique and exceptional location for both social and corporate gatherings.

Meijer Gardens strives to provide an excellent experience for all guests with many distinctive features that need to be fully understood during the event planning process. We host a number of exhibitions and concerts in our fully accessible, smoke-free buildings and grounds. We are open everyday except Thanksgiving, Christmas and New Year's Day and we are open until 9 pm on Tuesdays.

The following is a brief summary of the annual exhibitions we host. Your event coordinator can inform you of any special events or exhibitions.

Butterflies Are Blooming takes place in the Lena Meijer Tropical Conservatory and the Grace Jarecki Seasonal Display Greenhouse and runs every March and April with installation mid-February, and de-installation in early May.

1. An airlock, approximately 15 feet deep by 22 feet wide, abuts the Tropical Conservatory.
2. The USDA regulates this exhibition and requires that all plant material and butterflies must remain in the Tropical Conservatory.
3. Corsages, boutonnieres, bouquets or any other flowers brought into the Tropical Conservatory will need to be left there—they cannot be removed for any reason.

Outdoor Concerts in the Frederik Meijer Gardens Amphitheater:

1. Concerts are held from late May to early September. The exact schedule of concerts is available in April.
2. There is a concert every Tuesday evening in July and August.

Christmas and Holiday Traditions Around the World:

1. The exhibition opens the week of Thanksgiving and concludes early January.
2. The exhibition is displayed in the Scenic Corridor.
3. The Seasonal Display and Victorian Greenhouses are not available from November through mid-January.

Art Prize takes place in late September and runs through early October with installation mid-September and de-installation mid-October. Consistent with Art Prize hours, selected areas will remain open late to the public.

If your event is during public operating hours, please be aware we will not be held liable for crowds and sound as we do not discourage any guest from enjoying their experience.

Meijer Gardens does have Photographer and Artist Guidelines:

Photography associated with your event is only permitted during your confirmed event time. Times and locations must not cause disruption to other Meijer Gardens' guests. Photographers and their subjects must stay on designated pathways and mowed lawn areas. Climbing rocks, waterfalls, fountains, trees, walls or sculptures is prohibited. Photo locations include only those areas open during your confirmed event times, excluding the galleries—Photos may not be taken in the Sculpture Galleries. The outdoor trails are closed to photography at 5 pm (except Tuesday evenings). Due to issues of copyright law and artists' rights, no images of the permanent collection (sculptures or two-dimensional artwork), or temporary exhibitions may be published, copied or distributed. As a facility user, it is your responsibility to convey these guidelines to your photographer.

For personalized attention, a private tour, or to check availability, please call 616-975-3146 or email facilityrental@meijergardens.org. To secure event space, a signed Facility Use Confirmation and a deposit of 50% of the room fee is required within two weeks of the reservation.

Approved Caterers

Taste of the Gardens caters all bar service for the Frederik Meijer Gardens & Sculpture Park

TASTE OF THE GARDENS

Frederik Meijer Gardens & Sculpture Park's in-house caterer

1000 East Beltline NE
Grand Rapids, MI 49525
(616) 977-7691
fax (616) 975-9545
www.meijergardens.org

APPLAUSE CATERING

3755 Broadmoor Ave. SE
Suite C
Grand Rapids, MI 49512
(616) 940-0001
fax (616) 940-0953
www.applause-catering.net

THE CATERING COMPANY

1307 East Fulton
Grand Rapids, MI 49503
(616) 454-7475
fax (616) 454-8896
www.thecateringcompanygr.com

THE GILMORE COLLECTION

Menus from: Thornapple / The Bistro, Roses, The B.O.B.

20 Monroe Ave NW
Grand Rapids, MI 49503
(616) 356-2627 ext. 16
fax (616) 493-2011
www.gilmore-catering.com

LOCATION	ROOM RATE				MAXIMUM GUEST CAPACITY*				
	Rates do not include charges for AV equipment including dance floors, stage sections, and pianos.				(by set up style)				
Dressing Room \$100 with Event Room Rental (4 hours). No charge with Wedding Ceremony Room Rentals.	Daytime Rate Monday - Friday Any 4 hour block 7am-4pm Sunday 12-4pm	Daytime Rate Saturday Any 4 hour block 7am-4pm	Evening Rate Sunday - Thursday 6:30-11:30pm	Evening Rate Friday - Saturday 6:30-11:30pm	Dinner Style	Classroom Style	Board Style	Theater Style	Standing Cocktail Style
Including Private Patio Hauenstein Room	\$300	\$400	\$400	\$500	50	40	30	80	60
Pfeiffer Room	\$300	\$400	\$400	\$500	50	40	30	80	60
Hoffman Family Auditorium**	not available	not available	\$200	\$225	24	15	20	30	30
Workday Packages Available! Kloplic Family Foundation Room	Taste of the Gardens Catering Only. Call 616-975-3146 for more details.				20	20	20	20	20
Marsilje Foundation Room	\$200	\$200	\$200	\$225					
Garden View Taste of the Gardens Catering Only	\$500	\$600	\$600	\$750	100 10 tables max*	70 10 tables semi circle	n/a	150	120
Grand Orchid Room left side of Grand Room Grand Palm Room right side of Grand Room	\$800	\$1,100	\$1,100	\$1,500	230	180	n/a	340	275
Grand Room	\$1,300	\$1,900	\$1,900	\$2,700	460	430	n/a	680	550
Grand Room with Grand Atrium**	not available	not available	\$2,400	\$3,200	660	548	n/a	850	750
John H. Brewer Room	\$100	\$125	\$125	\$150	24	21	22	40	30
Frederik Meijer Gardens Foundation Room	\$175	\$225	\$225	\$300	50	40	30	80	60
Holton Victorian Greenhouse & Grace Jarecki Seasonal Display Greenhouse***	not available	not available	\$600	\$750	70	n/a	n/a	70	70
			Chrysanthemums & More Exhibit mid Sept through Oct \$550		50	n/a	n/a	50	50

***The maximum capacity for each room does not include an area for dancing, added food stations, bar, or audio visual needs.**

Please speak to an Event Coordinator about your set up needs when determining the appropriate rental space for your event. Guest count will be limited to the stated maximum capacity.

**These locations are not available for rent on Tuesday evenings, because FMGSP is open to the public until 9pm.

***Not available November 1 through mid January; mid February through mid May--check with an Event Coordinator for exact availability.

More on flip side!

LOCATION <i>*Excluding Tuesdays & Holiday Open Late Nights*</i>	ROOM RATE Rates do not include charges for AV equipment including dance floors, stage sections, and pianos.				MAXIMUM GUEST CAPACITY* (by set up style)				
	Daytime Rate Monday - Friday Any 4 hour block 7am-4pm Sunday 12-4pm	Daytime Rate Saturday Any 4 hour block 7am-4pm	Evening Rate Sunday - Thursday 6:30-11:30pm	Evening Rate Friday - Saturday 6:30-11:30pm	Dinner Style	Classroom Style	Board Style	Theater Style	Standing Cocktail Style
Dressing Room \$100 with Event Room Rental (4 hours). No charge with Wedding Ceremony Room Rentals.									
Private Building Rental Café & Terrace, Gift Shop, Sculpture Gallery, & External Grounds not included.	not available	not available	\$4,500	\$5,500	1360	n/a	n/a	n/a	1400
Conservatory is not included mid February through mid May during the Butterflies Are Blooming exhibit & containment. Ask your Event Coordinator about an event rental during this time.									
Lena Meijer Tropical Conservatory Wedding	not available	not available	\$550	\$550	30 Standing Only				
A two hour block of rental time between 5-7pm includes photo time & bridal dressing space; ceremony limited to 30 minutes in a stanchioned space. Conservatory remains open to other rental guests. <i>Mid February through Mid May Butterflies Are Blooming containment and exhibit special pricing applies (\$750).</i>									
Taste of the Gardens Café with The Grand Rapids Press Terrace <i>* Also Excluding Saturdays *</i>	not available	not available	\$600 Rental time begins at 7:00 pm Exclusive with Taste of the Gardens Catering		existing furnishings 100	n/a	n/a	n/a	existing furnishings 100
Outdoor rentals are seasonal, June -- September. A personalized proposal can be created upon request.									
OUTDOOR LOCATIONS					TIME	CAPACITY	RATE		
Amphitheater					Subject to Availability	1750 lawn seating	By Proposal		
Wedding Ceremony Locations: Amphitheater; DeVos & Van Andel Piazza; English Perennial Garden; The Glen; Gwen Frostic Shade Garden; Michigan's Farm Garden & Barn; Sculpture Park Waterfall Call 616-975-3146 for details or visit meijergardens.org (Hold An Event; Weddings & Receptions; Wedding Booklet)					Varies by Event Size	2 to 300	Varies by Event Size		
Entire Grounds plus Private Building Rental					Evenings Only	By Proposal	By Proposal		

Please add the following for Holiday Rates: Memorial Day July 4 Labor Day
 Private Building +\$1500 Grand Room +\$1000 Orchid or Palm Room +\$500 All other rooms +\$250

Additional Hours Rate Before 6:30 pm: (per hour per room when available)		
Grand Room & Atrium \$300	Orchid or Palm \$100	Marsilje, Klopocic or
Grand Room \$200	Atrium \$100	Event Rooms \$50 Brewer \$25

Rental Rates include furniture, set up, take down, free parking, admission for guests to the Gardens' open exhibits during your rental time, and the service of an event coordinator to help with planning and staging.

AV equipment is available for rent through our Audio Visual Department.

All rates and prices are subject to change.

Audio Visual Equipment & Services

PROJECTION PACKAGES			
Grand Room Projector Package*	\$810.00	Garden View Room Projector Package*	\$410.00
2 - LCD Projectors, 2 - Projection Screens 2 - Hours of Technician Labor		2 - LCD Projectors, 2 - Projection Screens 2 - Hours of Technician Labor	
Grand Palm or Grand Orchid Projector Package*	\$460.00	Kloplic Projector Package*	\$260.00
1 - LCD Projector, 1 - Projection Screen 2 - Hours of Technician Labor		1 - LCD Projector, 1 - Projection Screen 2 - Hours of Technician Labor	
Hauenstein or Pfeiffer Room Projector Package*	\$310.00	Portable Projector Package* ^	\$260.00
1 - LCD Projector, 1 - Projection Screen 2 - Hours of Technician Labor		1 - LCD Projector, 1 - Projection Screen 2 - Hours of Technician Labor	
Bring Your Own Projector Package	\$40.00	Special Wedding Packages Available, Please Ask for Details.	
1 - A/V Cart w/Skirt, 1 - AC Power Cord, 1 - Power Strip 1 - VGA Cable, 1 - Projection Screen		*Minimum Two-Hour Technician Labor Required	
		^Portable Projector Package Available in Lower Level Event Rooms Only (excludes Garden View Room)	

ADDITIONAL PACKAGES			
The Presenter Package	\$150.00	DJ Sound System*	\$400.00
1 - Lectern with Microphone, 1 - Wireless PC Remote 1 - Wireless Lavalier Microphone, 1 - 4ch Audio Mixer 1 - Audio Patch for Laptop Sound		2 - Powered JBL Speaker, 2 - Powered JBL Subwoofer 1 - Audio Mixer (14/6), 1 - CD Player or Audio Patch 1 - Wired Microphone, 1 - Up to 1 Hour Tech Assist <i>*DJ Services NOT provided.</i>	
Wii Gaming Package	\$250.00	Outdoor Audio System	\$275.00
1 - Wii Gaming System, 4 - Game Remotes w/Nunchucks 1 - 52" LCD Display Monitor, 1 - 30 minute Tech Assist		2 - Audio Monitor/Speaker, 1 - Wireless Lavalier Microphone 2 - Hours Technician Labor	

AUDIO EQUIPMENT	
Wired Microphone (Standard, SM57 or SM58)	\$15.00
Wired Condenser Microphone (Standard or Gooseneck)	\$20.00
Wired SM81 Condenser Microphone	\$25.00
Wired SM27 Condenser Microphone	\$35.00
Wired Beta 52 Bass Microphone	\$25.00
Wireless Handheld Microphone	\$65.00
Wireless Lavalier Microphone	\$65.00
Wireless E6 Countryman Microphone	\$90.00
CD Player	\$30.00
CD/Solid State Audio Recorder/Player	\$65.00
Audio Patch/Direct Box	\$20.00
Audio Mixer (Six Microphone Inputs + Four Stereo)	\$50.00
Audio Mixer (Sixteen Microphone Inputs + Expanded EQ)	\$65.00
Audio Monitor/Speaker	\$50.00
Patch into the Room Sound System	\$20.00

VIDEO EQUIPMENT	
52" LCD Display Monitor	\$150.00
32" LCD Confidence Monitor	\$75.00
Blu-ray Player	\$55.00
Digital Media Player	\$45.00
DVD Player	\$35.00
Document Camera	\$35.00
35mm Slide Projector w/Remote	\$35.00
<i>See Projector Packages for LCD Projector Pricing</i>	
Video Camera Package	\$435.00
1 - HDV Pro Video Camera, 1 - Tripod with Fluid Head 1 - Tripod Riser & Standing Platform 2 - Hours Camera Operator <i>Recording Service Not Provided in Package. Recording Quoted Per Event.</i>	

PRESENTATION AIDS	
A/V Cart	\$20.00
Lectern	\$10.00
Lectern with Microphone	\$20.00
Easel	\$10.00
Flipchart Stand	\$10.00
Flipchart Stand with Pad and Markers	\$25.00
Flipchart Stand with POST-IT® Pad and Markers	\$40.00
Whiteboard	\$15.00
Wireless PC Remote (Power Point)	\$20.00
Laser Pointer	\$20.00
VGA Cable (25ft - 50ft)	\$10.00
AC Extension Cord	\$5.00
Power Strip	\$5.00

PIANO	
Grand Piano (Grand Room Only)	\$100.00
Upright Piano	\$75.00

DANCE FLOOR, STAGING & LIGHTING	
12 x12 Dance Floor	\$150.00
15 x15 Dance Floor	\$200.00
18 x 18 Dance Floor	\$300.00
21 x 21 Dance Floor	\$350.00
21 x 33 Dance Floor	\$400.00
Pipe & Drape (per panel)	\$65.00
Stage Sections (6 x 8)	\$35.00
LED Uplights	\$30.00
Lighting Packages Available. Quoted per event.	

COMPUTER / INTERNET	
Laptop Computer	\$75.00
High Speed Wireless Internet Access	\$25.00

LABOR	
Audio Visual Technician Labor (per hour)	\$55.00

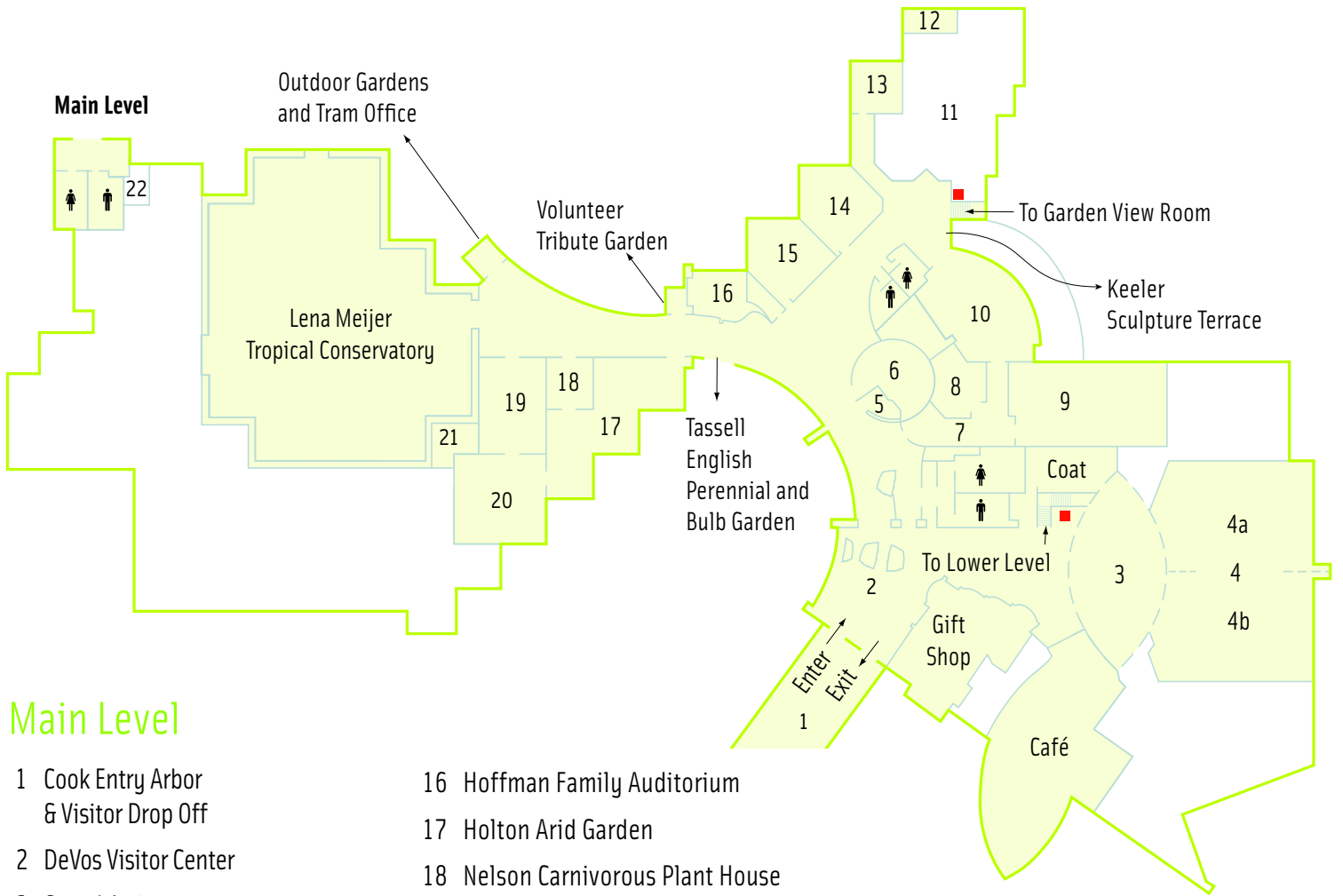
All pricing is subject to change. All equipment is subject to availability. Labor is not included and will be quoted upon request. Not all equipment listed, additional equipment available.

Equipment requirements beyond the available FMG&SP inventory may be provided at additional cost. Additional delivery and handling charges may apply.

For additional information to assist in budget preparations, contact the Audio Visual Department.

Lessee will be responsible for repair/replacement costs for any damaged or missing equipment.

You have the option to supply your own equipment. Since this equipment often requires the assistance of our technical staff, the labor charges stated above will be applied.



Main Level

- | | |
|---|--|
| 1 Cook Entry Arbor & Visitor Drop Off | 16 Hoffman Family Auditorium |
| 2 DeVos Visitor Center | 17 Holton Arid Garden |
| 3 Grand Atrium | 18 Nelson Carnivorous Plant House |
| 4 Grand Room | 19 Holton Victorian Greenhouse |
| 4a Orchid Events Room | 20 Jarecki Seasonal Display Greenhouse |
| 4b Palm Events Room | 21 Blodgett Teaching Greenhouse |
| 5 Information Center | 22 Tram Ticket Office |
| 6 Wege Library | |
| 7 Holton Gallery | |
| 8 Bank of America Gallery | |
| 9 Balk Gallery | |
| 10 Snell Sculpture Education Center | |
| 11 Facility Rental Office/ Volunteer Center | |
| 12 Marsilje Foundation Room | |
| 13 Kloplic Family Foundation Room | |
| 14 Pfeiffer Events Room | |
| 15 Hauenstein Events Room | |

Lower Level

- | |
|---------------------------------------|
| A Bridal Room |
| B Vending/Eating Area |
| C Royce/Kloplic Room |
| D Frey Studio for Environmental Study |
| E FMG Foundation Events Room |
| F Brewer Events Room |
| G Staff Offices |
| H Native Michigan Turtle Aquarium |

■ elevators

