



GLESSNER HOUSE
1800 SOUTH PRAIRIE AVENUE, CHICAGO
WEDDING PACKAGE



This landmark building, completed in 1887, offers a unique venue for your special day. The soaring brick courtyard is a private outdoor oasis just two miles from downtown. The coach house, with its beamed ceilings and glazed brick walls, provides the perfect backdrop for your finishing touches.

Mini-tours of the fully-restored house available for your guests upon request.

Kathy Cunningham, Venue Manager
kcunningham@glessnerhouse.org (312)326-1480

CEREMONY AND/OR RECEPTION \$6,000

Includes courtyard, coach house, and wedding suite on the day of the wedding, plus rehearsal. Use of venue equipment including tables and chairs, dance floor, sound system, and outdoor lighting. Parking lot for 30 cars, with attendant, included.

CEREMONY ONLY \$2,000

Includes courtyard, coach house, and wedding suite for up to three hours, plus a one hour rehearsal. Use of venue equipment included. Parking lot for 30 cars, with attendant, available for an additional \$150.

MAXIMUM CAPACITIES (BASED ON FLOOR PLAN)

Coach House: 70 Seated, 125 Cocktail

Courtyard: 150 Seated, 200 Cocktail

REQUIRED TENT RESERVATION

A tent reservation is required for those planning on 70 guests or more (depending on coach house floor layout) to be used in case of inclement weather.

We will help coordinate with the tent rental company.

The decision regarding use of the tent will be determined three days prior to the wedding.

PARK CEREMONY OPTION

Ceremonies can also be held in the adjacent Chicago Women's Park and Gardens. This requires a permit from the Chicago Park District. We can assist with that process.

CATERING

Choose from our preferred catering companies:

Amazing Edibles (312) 563 - 1600 cateramazing.com

Big, Delicious Planet (312)455 - 1019 BigDeliciousPlanet.com

Hearty Boys (773)244 - 9866 HeartyBoys.com

May Street Cafe & Catering (312)421 - 4442 MayStreetCafe.com

Links to catering websites can be found under the Events tab at glessnerhouse.org

DECOR

Art of Imagination offers a complimentary one hour consultation when you book with Glessner House: artofimagination.com

FURNITURE

Twelve 48" round tables; twelve 6' rectangular tables; fifteen 8' banquet tables; four 6' serpentine tables; six highboy cocktail tables; 150 white folding chairs; 54 natural wood folding chairs; 36 red metal/plastic chairs; twelve chiavari bar stools; 8' curved bar; speaker's podium.

LIGHTING, AUDIO, PROJECTION

Overhead cafe lighting in the courtyard is included. Additional lighting is available through Art of Imagination or Blue Peak Tent Rentals.

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

LCD projector, screen, and AV cart are available for a fee of \$50.00.

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 and 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.

ADDITIONAL VENDORS

Aside from catering and lighting, vendors are your choice.

A Glessner House preferred vendor list is available upon request.



GLESSNER HOUSE

CELEBRATION PACKAGES

This landmark building, completed in 1887, offers a unique venue for your private event, a distinctive alternative to hotels and banquet halls.

The historic Glessner dining room is ideal for an intimate gathering while the coach house, with its beamed ceilings and glazed brick walls, is a large open space providing the perfect backdrop for your finishing touches.

Mini-tours of the fully-restored house are available for your guests upon request.

CONTACT

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RATES

For the Coach House and/or Courtyard:
\$1000 - \$6000 depending on your requirements, with a minimum of four hours, including set up and clean up time.

For the Dining Room:
\$500 per hour with a minimum of six hours, including set up and clean up time, and two hours of curatorial time to clear and reset the room.

Booking on specified holidays requires an additional \$500 fee. Please inquire.

CAPACITIES

Courtyard: 150 Seated, 200 Cocktail
Coach House: 70 Seated, 125 Cocktail
Dining Room: 30 Seated, 40 Cocktail

A tent reservation is required for those planning on 70 guests or more (depending on coach house floor layout) to be used in case of inclement weather.

We will help coordinate with the tent rental company.

RENTALS

Include use of a Bose sound system, a 15' x 18' dance floor, and furniture.

A 30 space parking lot is available for \$150.
Available after 5:00 pm on weekdays and all day on weekends.

CATERING

Choose from our four preferred catering companies:
Amazing Edibles (312) 563 - 1600 cateramazing.com
Big Delicious Planet (312) 455-101 BigDeliciousPlanet.com
Hearty Boys (773) 244-9866 HeartyBoys.com
May Street Cafe & Catering (312) 421-4442 MayStreetCafe.com
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