



SPECIAL EVENT RENTALS

INFORMATION GUIDE

2021

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[RENTAL GUIDELINES](#)

[AMENITIES GALLERY](#)

[SPACES OUTDOOR](#)

[SPACES RENTAL COSTS](#)

[TERRACE RENTAL](#)

[CATERERS](#)

EVENT TIMING Functions may run from 5pm to 11pm. Setup time to be arranged with MMoA Event Manager. All contracted vendors and/or guests must vacate the premises no later than midnight so that building may be secured by a MMoA attendant.

CATERERS AND VENDORS All caterers must be selected from our exclusive list. Photographers, florists and musicians are welcome at the responsibility of the renter.

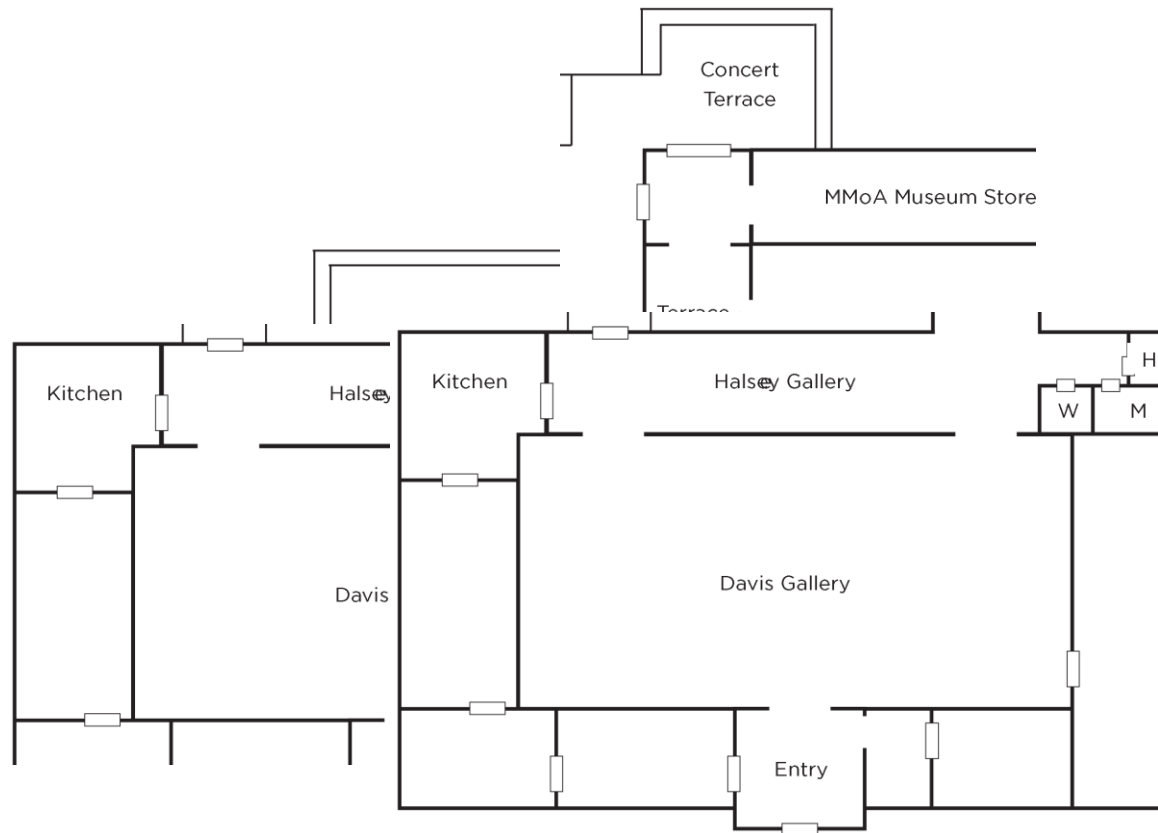
ALCOHOL Cash bars and kegs are prohibited; guests may not supply their own alcohol. Liquor Purveyors must have a liquor permit and liability insurance. Alcohol may not be served past one-half hour before the end the event.

MUSIC All outdoor music must end at 10pm and must be kept at or below 86 decibels for the duration of the event in order to comply with town noise ordinances.

PARKING Parking for the event is included in the rental fee. The upper parking lot next to the studio will be reserved for guests of the event (45 spaces). The remaining spaces in the lot are first come first serve. Please encourage your guests to carpool where possible, as parking is limited.

RENTAL ITEMS Rental items can arrive no earlier than 1 day prior to day of event unless approved by MMoA. All rental items must be moved to the outdoor terrace at the end of the function. Rental items must be picked up the day after the event with the exception of Saturday events where a Monday pickup is acceptable if approved by MMoA staff.

FURNITURE All museum tables and chairs are available for use by the client at no additional charge. The client/vendor is responsible for setting up and returning all items to the storage room at the end of the function as they were found, with chairs stacked on dollies. Stock includes: 130 white plastic arm chairs 9 6 ft. folding banquet tables (6 ft. x 29 ¾ in.) 8 48 in. round tables 12 square folding card tables 1 small wicker patio set

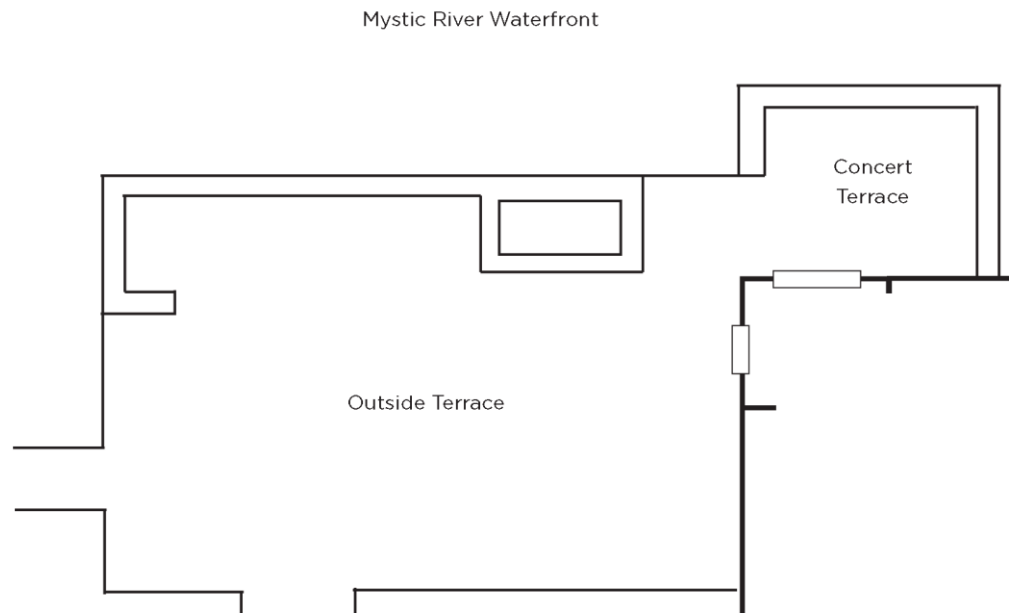


DAVIS GALLERY 1,920 sq. ft., 30 x 64 ft. Banquet: 150 guests 130 guests w/room for dancing Theatre: 175 guests Reception: 240 guests

HALSEY GALLERY 440 sq. ft., 10 x 44 ft.

TERRACE GALLERY 360 sq.ft., 12 x 30 ft.

LIEBIG GALLERY 720 sq. ft., 18 x 40 ft. Banquet: 40 guests Theatre: 60 guests Reception: 75 guests



OUTSIDE TERRACE
1,900 sq. ft., 38 x 50 ft.
Banquet: 60 guests

CONCERT TERRACE
300 sq. ft., 15 x 20 ft.
24 guests

WATERFRONT LAWN Wedding ceremonies are held on the front lawn. In the event of rain or inclement weather, the ceremony can be moved into the Liebig gallery.

EXCLUSIVE CATERERS The caterers were carefully selected for their commitment to client satisfaction and delicious cuisine. All corporate and private rentals must select a caterer from this list.

A THYME TO COOK North
Stonington, Connecticut
860.887.5932
inquiries@athymetocook.com
www.athymetocook.com

GOURMET GALLEY
Stonington, Connecticut
860.415.9589
anna@gourmet-galley.com
www.gourmet-galley.com

IVY'S SIMPLY HOMEMADE
Waterford, Connecticut
860.449.2022
eventcatering.ivys@gmail.com
www.ivyssimplyhomemade.com

WATCH HILL CATERING Westerly, Rhode
Island 401.622.5705
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MORE INFORMATION

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