Complimentary Table & Seating Arrangements

Henry Ford Museum® and **Lovett Hall** feature 60-inch round tables set for eight guests, with white floor-length linen and hurricane lamps, complimentary with served meals. Table numbers and stands are available upon request.

All other locations have permanent tables and chairs reflecting the period and style of that venue. Please consult your planner for more detail.

The Henry Ford® is pleased to offer three complimentary skirted tables (6- or 8-foot) for each event to accommodate registration, gifts, displays or place cards.

Additional Tables

Seventy-two-inch Round Table $25 per table
With white floor-length linen and hurricane lamp set for up to 10 guests

High Cocktail Table $25 per table
With white floor-length linen and three votives

Low Cocktail Table $25 per table
With white floor-length linen, four chairs and three votives

Six- or 8-foot Long Display Table $25 per table
With white floor-length linen

Candles
All candles or flame must be enclosed in glass and approved in advance by The Henry Ford. Please note, due to our historic nature, candles are not approved in all venues or locations. Please consult your planner for more detail.

Coat Check Service

Coat Check Attendant $50 each
Recommend one per 100 guests

Valet
Your guests will appreciate valet service. Consult your planner for a customized quote based on the size, time and location of your event.

Piano $100 each
Antique grand pianos are available for Lovett Ballroom and Lovett Lobby. The piano fee helps cover general and historic maintenance, as well as tuning. Pianos may not be removed from venues.

Audiovisual
Audiovisual products and services vary by location due to room size, capacity, power sources and setup timing. Please consult your planner for a custom proposal based on your needs and location. Please note, outside audiovisual companies are not recommended due to the unique logistics of our venues. Extensive productions with outside vendors will require Event Production Addendum, and additional service fees may apply.

Retail Store (3 hours) $300 per location
Open one of our stores for your private event shoppers. Available locations include Museum Store, Village Store, Liberty Craftworks Store, Genius at Play or Special Exhibit Gallery Store.

Décor & Ambiance Selections
Dress your event to reflect your style, theme or mood.

Ready to take your event to the next level?
The Henry Ford can help with a dynamic variety of enhancements
that fit your venue and budget. The options are endless. Let us help design an event
experience your guests will be talking about for ages!

Floral	**Specialty bars**
Specialty Linen	**Lounge seating**
Chair covers	**Custom lighting**
Specialty Chairs	**Fabric décor**
Chargers	**Ice sculpture**
Upgraded China, glass & silver	**Live music**

Vendors and outside products & services
The Henry Ford welcomes outside vendors as contracted by our private event clients. Please consult
your planner for our best vendor recommendations based on your specific needs.

Our clients and/or their vendors may supply specialty linen, chair covers, floral, décor, wedding cakes,
music, entertainment, photography, audiovisual equipment and off-property transportation. Please
consult your planner for approved arrival, departure and setup times, as well as other special
considerations. All deliveries must be pre-approved and have own cart with large rubber wheels. All
vendors must sign a hold-harmless agreement. Clients are responsible for any damages or fees related to
their vendors. Please note, an Event Production Addendum is required for events with outside vendors
and extensive production needs.

Our clients and/or their vendors may not supply food (exception for wedding cakes only), beverages
(including favors), tables, chairs, coat check, valet, ice sculpture, tents, china, glass or silverware.

Décor and enhancement prices subject to 6% tax and 6% service fee.
Minimum orders, delivery and/or setup fee may apply.
Please consult your planner for more information.