



# The Milwaukee Public Museum

## Special Events Guide

**mpm**  
MILWAUKEE  
PUBLIC MUSEUM





**The Milwaukee Public Museum welcomes you to host a private event, corporate meeting or wedding reception in one of the most unique venues in the Milwaukee area.**



*Hold the wedding of the century in the Streets of Old Milwaukee.  
Image used with permission by Judyandgavin • [www.judyandgavin.com](http://www.judyandgavin.com)*

Nestled in the bustling heart of downtown Milwaukee, MPM is just steps away from the Frontier Airlines Center and accessible to many downtown hotels. Our location is not all that sets us apart, as our facility ranks among the top ten largest event venues in the city by "The Business Journal Book of Lists."

MPM can accommodate 10 to 3,500 guests, within 80,000 square feet of available event space. We also offer a six-story Dome Theater and Planetarium that can be utilized

for presentations or private viewings of our current shows. MPM boasts more than 150,000 square feet of unique exhibit space, and visitors can travel the globe in a single visit. Enjoy cocktails in the Costa Rican Rain Forest, savor a delectable dinner on the African savanna, or dance by the butterflies during a night to remember. Special traveling exhibits also provide an excellent, exclusive backdrop for events, and offer a chance to stage a once-in-a-lifetime experience.

# Special Exhibit Rentals

**MPM houses temporary Museum-produced and world-class traveling exhibitions. Make your event even more memorable by giving your guests an experience they won't soon forget. These exhibitions are for a limited time only. Don't miss your chance to be part of the action as we present *Real Pirates*.**

Number of Guests	Exhibit Facility Rental	Ticket Price
1-74	\$375	\$15.00/person
75+	Waived	\$15.00/person

**\*Special exhibit pricing varies with each exhibit.**

## *Real Pirates*

**December 14, 2012 - May 27, 2013**

Experience the Golden Age of Piracy aboard the *Whydah*, one of the most successful pirate ships of her day, and learn about her roots as a slave ship and subsequent takeover and conversion into a pirate ship in the early 1700s.

One of the most technologically advanced vessels of her day, the *Whydah* was captured on her maiden voyage by legendary pirate Sam Bellamy and his crew. After a few alterations and a quick hoist of the Jolly Roger, the *Whydah* became the flagship of Bellamy's flotilla, leading raids throughout Caribbean waters and up the Atlantic coastline.

On April 26, 1717, the perfect storm put an end to the *Whydah's* sailing days, and she sank with most of her crew aboard—as well as the bounty from more than 50 captured ships. Today, the wreck of the *Whydah* and her treasure have been painstakingly unearthed from the ocean floor, making her the first fully authenticated pirate ship ever to be discovered in U.S. waters.

Your guests can "party like a pirate" in our upcoming special exhibition *Real Pirates*





# Explore Unique Spaces



*The African exhibit, located on the third floor, makes an exotic backdrop for your event.*

## Event Rentals:

- Pricing is based on a four hour event
- Rental price includes: event staffing, security, tables and seating, and full access to the exhibit areas rented.

## Rental Options:

- o Full floor rental: guests are given full access to all exhibits on the floor that is rented.
- o Partial floor rental: guests are given access to a portion of the selected exhibit floor. Please inquire about partial floor pricing.



## Ground Floor

### ENTIRE FLOOR - \$750

The highlight of the ground floor is the Hebior Mammoth, a cast of a nearly complete mammoth skeleton found less than 30 miles from MPM.

### The Hebior Mammoth/Atrium

Reception Capacity · 1000     Dinner Capacity · 328

## First Floor

### ENTIRE FLOOR - \$2,200

The first floor has much to offer. Set the scene for your event in a bustling Milwaukee at the turn of the 20th century, or create a whimsical experience in the Puelicher Butterfly Wing.

### Streets of Old Milwaukee

Reception Capacity · 150     Dinner Capacity · 88

### European Village

Reception Capacity · 100     Dinner Capacity · 48

### Puelicher Butterfly Wing/Exploring Life on Earth

Reception Capacity · 250     Dinner Capacity · 208

### The Third Planet: Earth

Reception Capacity · 100

### Costa Rican Rain Forest

Reception Capacity · 150

*The Hebior Mammoth is located on MPM's concourse level.*



MPM's third floor exhibit galleries offer a variety of backdrops for dinner guests.

### Second Floor

#### ENTIRE FLOOR - \$2,000

The second floor features the best of our sprawling country, and dramatic portrayals of Native American life. This floor is also home to MPM's special exhibit galleries.

#### A Tribute to Survival

Dinner Capacity · 32      Reception Capacity · 200

#### Wisconsin Woodlands

Dinner Capacity · 88

#### North America

Dinner Capacity · 186      Reception Capacity · 300

#### Bert L. & Patricia S. Steigleder Special Exhibits Gallery

12,084 sq. ft.

Dinner Capacity · 450      Reception Capacity · 500

#### Erwin C. Uihlein Special Exhibits Gallery

3425 sq. ft.

Dinner Capacity · 150      Reception Capacity · 200

\*Recommended capacities based on space limitations.

### Third Floor

#### ENTIRE FLOOR - \$2,000

MPM's third floor may be the most exotic. Experience the vibrant cultures of South, Central and Middle America, trek through Africa, or treat your guests to a "cool" event in the Arctic exhibit galleries.

#### Middle America & Pacific Islands

Dinner Capacity · 88      Reception Capacity · 75

#### Africa

Dinner Capacity · 128      Reception Capacity · 150

#### Arctic

Dinner Capacity · 32

#### Asia

Dinner Capacity · 32

#### Living Oceans

Dinner Capacity · 48      Reception Capacity · 100

### Daytime Meeting Services:

- Full AV equipment menu available via in-house AV department.
- Wi-Fi internet service available.
- Full catering services available.

#### Gromme Lecture Hall - \$900 / full day

Seats 216

- Wheelchair accessible
- Lecture services available include: basic surround sound, podium and microphone, LCD projector and screen, DVD player and four hours of technician time.

#### Garden Gallery - \$100 / hour, two hour minimum; \$500 / full day

Total Sq. ft: 1081 sq. ft. and 2819 sq. ft.

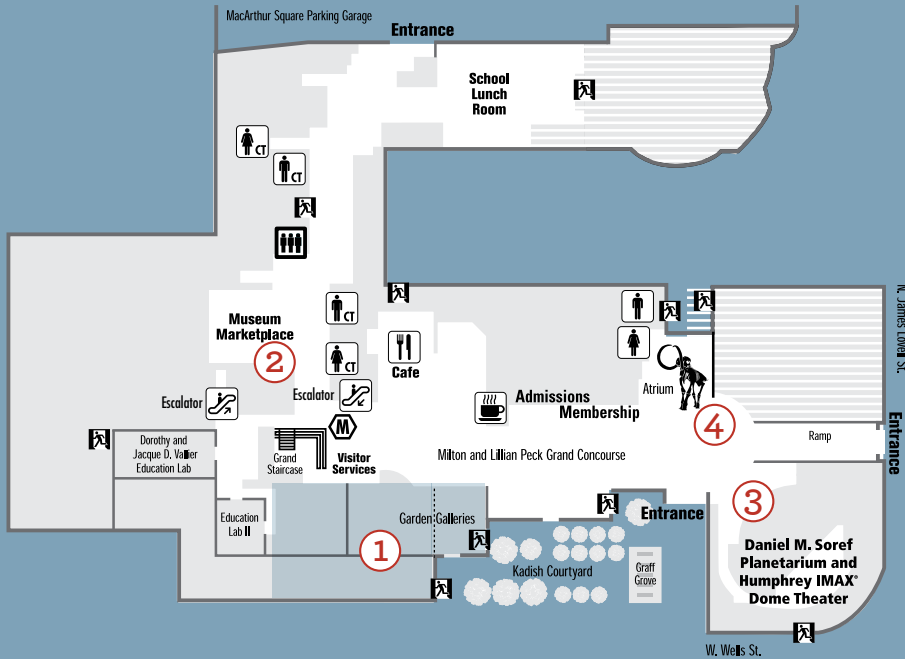
Can combine into one space. Total Sq. ft: 3900

Reception Capacity: 240

Dinner Capacity: 150-200

- AV and technician available. Please inquire on price.
- Garden Gallery can be rented as one large room or divided into three separate spaces.

# Ground Floor



## Meeting Space

- 1. Garden Gallery**  
Unique event/meeting spaces  
3900 sq. ft.

## Event Space & Amenities

- 2. The Museum Marketplace**  
Find the perfect keepsake of your Museum experience. Choose from jewelry, rocks, books, educational toys and unique products from around the world. Members and jurors receive a 10% discount.

- 3. Daniel M. Soref National Geographic Dome Theater & Planetarium**

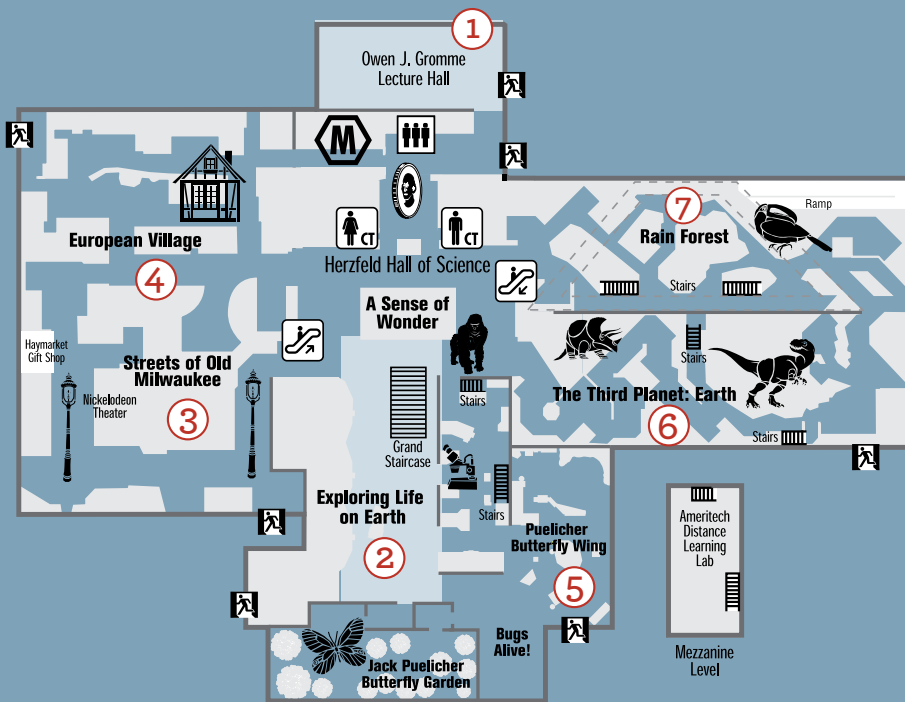
Experience edge-of-your-seat excitement on a six-story-tall screen.

- 4. The Hebior Mammoth/Atrium**

See the cast of a complete mammoth skeleton found less than 30 miles from MPM.

\*Find wheelchair and stroller rentals at admissions, and vending machines and an ATM in the Café.

# First Floor



## Meeting Space

- 1. Owen J. Gromme Lecture Hall**  
Seats 216, 2676 sq. ft.
- 2. Exploring Life on Earth**  
4846 sq. ft.

## Event Space

- 3. Streets of Old Milwaukee**  
Travel back in time to a bustling Milwaukee at the turn of the 20th century.

- 4. European Village**

Celebrate the ethnic heritage of 30 European cultures.

- 5. Puelicher Butterfly Wing**

Raise your insect IQ through interactive stations, videos and a super-sized butterfly habitat.

- 6. The Third Planet: Earth**

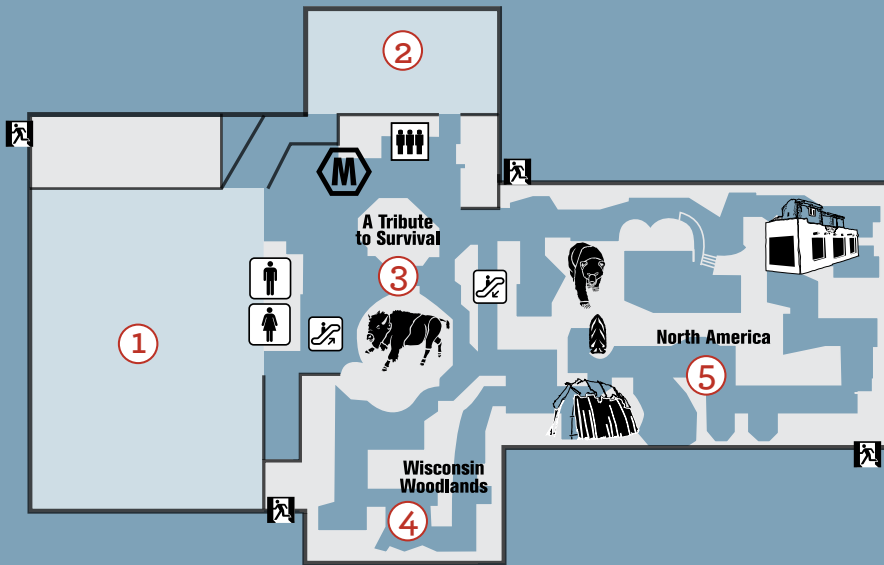
Look at the Earth's interior and step back in time to when dinosaurs ruled.

- 7. Rain Forest**

Walk in a biologically diverse, two-story Costa Rican rain forest.



# Second Floor



## Meeting Space

**1. Bert L. & Patricia S. Steigleder Special Exhibits Gallery**  
7250 sq. ft.

**2. Erwin C. Uihlein Special Exhibits Gallery**  
3425 sq. ft.

## Event Space

### 3. A Tribute to Survival

Learn about the powerful history of today's American Indians.

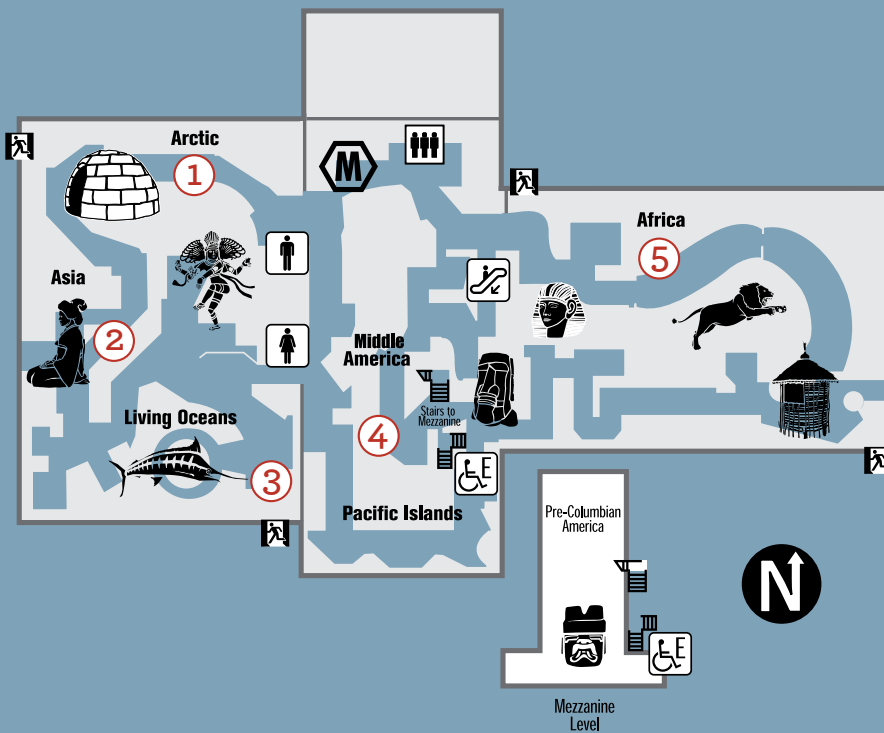
### 4. Wisconsin Woodlands

See highlights of Wisconsin's diverse animal and plant life.

### 5. North America

Walk through the United States to witness changing landscapes and native cultures.

# Third Floor



## Event Space

### 1. Arctic

Feel the chill, hear the cruel winds and learn about the constant struggle of life in this region.

### 2. Asia

See the mesmerizing color and beauty of rich cultural traditions.

### 3. Living Oceans

Visit the blue planet and explore the dynamics of marine life.

### 4. Middle America and Pacific Islands

Follow lively music and experience the colorful cultures of South, Central and Middle America. Let rhythmic drumming guide you through captivating landscapes and culture.

### 5. Africa

Trek through Africa's lush rain forests, searing deserts and vast savannas.

# Event Extras

Enhance your event with a show in our six-story Dome Theater, or ask us to open the Museum Marketplace or Haymarket Candy Story as a special treat for your guests.

## Dome Theater

Entertain your guests with a Giant Screen film, Planetarium show or 3D film, or take advantage of this unique setting for your next meeting, presentation or live auction. Seats 250, 6380 sq. ft.

	Rental Fee
Theater Rental (facility only)	\$500/hour
Theater show	\$1000/show

## Haymarket Candy Store

Guests at events taking place on the first floor can indulge in the unique experience of shopping at our candy shop in the Streets of Old Milwaukee.

	Rental fee without purchase of non-refundable vouchers	Rental fee with purchase of non-refundable vouchers
2-4 hour event	\$200	\$150 in non-refundable vouchers
4-8 hour event	\$300	\$250 in non-refundable vouchers

\*The Haymarket cannot stay open past 11 p.m.

## Butterfly Vivarium

The Butterfly Vivarium is not available for facility rentals.

## Museum Marketplace (Gift Shop)

Your guests will find the perfect keepsake to remember their museum experience. Featuring jewelry, rocks, books, educational toys and unique products from around the world.

	Rental fee without purchase of non-refundable vouchers	Rental fee with purchase of non-refundable vouchers
2-4 hour event	\$300	\$250
4-8 hour event	\$400	\$350

\*The Marketplace cannot stay open past 11 p.m.

## Pastime Theater

The Streets of Old Milwaukee is also the setting of a turn-of-the-century Nickelodeon theater, a novel addition to any event. Theater seats 50.

Theater Rental	\$150/event
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## Coat Check

300 & Under	\$ 100
300-600	\$ 200
600-1000	\$ 300
1000+	(please inquire)

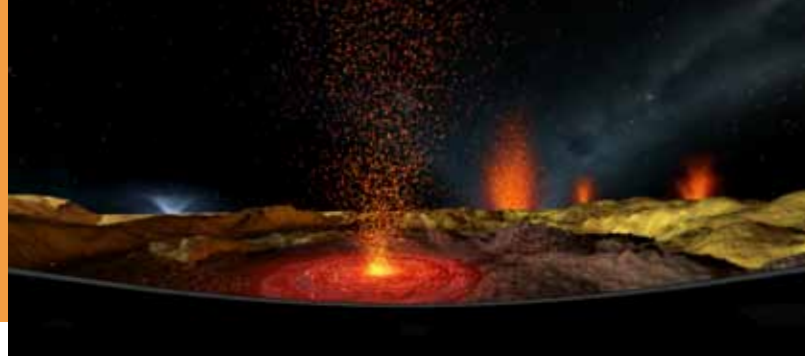
## Parking

Minimum of 35 vehicles	\$ 7.50/vehicle
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The Haymarket Candy Store in the Streets of Old Milwaukee.



Your guests will enjoy a Giant Screen film, Planetarium show or 3D film.





# Policies

## Non-Profit Rentals

Any Organization seeking to use the Museum facilities for an Event involving an admission charge or involving fundraising must be qualified as a not-for-profit, tax-exempt Organization under section 501 (c) (3) or other sections of the Internal Revenue Code. A copy of the Internal Revenue determination letter must be provided to the Milwaukee Public Museum prior to executing the contract. Any such admission charge must be received by the Organization prior to the day of the Event. There shall be no admission charged at the door of the Event. Should an Organization wish to have a minority of tickets made available for sale the day of the Event, such sale must be pre-approved by the Museum. Non-profit Organizations must provide a valid Wisconsin Department of Revenue Tax Exemption Letter with the identification number.

## Insurance

The Organizations or individual agrees to carry commercial general liability insurance combined single limit for bodily injury, personal injury and property damage liability with limits of \$1,000,000 each occurrence and \$2,000,000 aggregate. The Milwaukee Public Museum shall be included as an additional insured regarding the Organization's use of the premise. In addition, such insurance shall be primary and non-contributory insurance as respects any similar insurance carried by the Museum. Upon request, the Organization agrees to provide the Museum with a certificate of insurance confirming the insurance required at least 10 days prior to the Event. The Museum further reserves the right to request additional coverage depending on the nature and size of the Event.

## Catering/Alcoholic Service

Zilli Hospitality Group (ZHG) is the Museum's in-house caterer. All food and alcohol services must be supplied by ZHG. If alcohol will be served at the Event, the Organization agrees that ZHG may request proper photo identification from any person who appears to be under the legal drinking age. In an event, the Museum or ZHG staff shall refuse alcoholic beverage service to any person, who, in their judgment, appears intoxicated.

## Invitations and Printed Materials

The content of all printed materials relating to the Event, including but not limited to, invitation copy, programs, promotional material, press releases and radio advertisements, must be made available if requested to the Milwaukee Public Museum for review and approval prior to printing.

## Guest Packages

The Milwaukee Public Museum may not accept packages more than five (5) days prior to your event. Written notification must be provided in advance and include number of containers. A \$1.00 per carton handling charge will be incurred for moving and storage of all containers. The Museum will not assume any responsibility for damage or loss of materials shipped and stored prior to the arrival of your group.

## Displays and Decorations

The Organization may provide banners, displays, signs, exhibits and decorations provided they conform to all Museum requirements and fire codes. Placement and attachment of such must be approved by the Milwaukee Public Museum in advance. All signage and displays must be removed immediately following the event. Fog machines, smoke machines, equipment for laser shows, open flames, biologic materials, helium balloons, glitter, streamers, confetti or any other potentially damaging activities or materials are prohibited.



*Zilli Hospitality Group will attend to all of your catering needs.*

# Frequently Asked Questions

## What are the first steps to booking an event at MPM?

To start your planning process, all you need is a date, time, budget and vision. Planning is simple – just visit [www.mpm.edu/hosting/contact](http://www.mpm.edu/hosting/contact)

## Am I able place a hold on a date/space?

We are happy to place a complimentary hold on an event or meeting space for up to two (2) weeks without a deposit.

## How far in advance must I book an event at MPM?

Due to popularity of event spaces at MPM, we encourage you to book your event at least six (6) months in advance. However, the minimum notice is three (3) weeks to ensure proper execution of all event details.

## What time can my event start and end?

Events cannot start until one full hour after the Museum closes to the public; typically MPM closes at 5 p.m.

## Is a deposit required? When is full payment due?

To confirm your date and space, a deposit consisting of the full facility rental amount plus 25% of estimated catering cost is required. The final payment is due no later than five days before the event.

## Can I use any food vendors of my choice?

MPM's exclusive in-house caterer is Zilli Hospitality Group (ZHG). ZHG will work with you to create the ideal menu for any type of event.

## Am I allowed to bring my own decorations?

To protect and preserve our collections and exhibits, open flames, glitter and helium balloons are among prohibited items. For a full list of restricted items, please reference our Museum policies on the preceding page.

## Is onsite parking available?

Adjacent to MPM is an enclosed parking garage that parks 1,445 cars. In addition, there are eight (8) parking lots within a two-block radius as well as ample street parking. Prepaid and valet parking options are available for events and meetings upon request.

## Where is the Milwaukee Public Museum located?

MPM is located at 800 W. Wells St. between James Lovell and 9th streets in downtown Milwaukee, WI. We are 90 miles north of Chicago, IL and 80 miles east of Madison, WI on the western shore of Lake Michigan.

## Contact Us

### Meeting and Group Rentals

contact: Andrea Miller  
email: millera@mpm.edu  
tel: 414-278-6933  
web: [www.mpm.edu/groups](http://www.mpm.edu/groups)

### Events Rentals

contact: Lindsay Adams  
email: adams@mpm.edu  
tel: 414-278-6934  
web: [www.mpm.edu/hosting](http://www.mpm.edu/hosting)



800 w. wells st., milwaukee, wi 53233



*Guests enjoy old-fashioned hospitality in the Streets of Old Milwaukee.*