

PHOTOGRAPHY | CINEMA | MANSION | GARDENS

900 East Avenue, Rochester, New York 14607-2298 (585) 327-4800 eastman.org

Wedding Ceremonies

The George Eastman Museum provides an elegant and memorable location for wedding ceremonies—whether outdoors in the historic West Garden or indoors in George Eastman's Conservatory.

Outdoor Weddings (available May 1 through October 1)—\$3,500

- Ceremony will take place in the West Garden only; cannot begin before 4 p.m.
- Accommodates up to 180 guests.
- Rain emergency location is by the Grand Staircase in the mansion (standing room only).
- Restrictions:
 - o No runners are to be laid on the grass.
 - o Musicians must supply their own power.
 - o See additional restrictions under *Information for All Weddings*, below.

Indoor Weddings (available year-round)—\$5,000

- Ceremony will take place in the Conservatory only.
- Accommodates up to 120 guests.
- Restrictions:
 - o Ceremony must begin at or after 4 p.m.
 - o No alterations may be made to the interior of the mansion, including holiday decorations.
 - No runners, rose petals, incense, bubbles (or liquid of any kind), live animals, or birds are allowed indoors.
 - No nails, tacks, tape, or any other kind of adhesive may be used on the walls, doors, windows, or marble floor. Easels are recommended for displaying signs and posters.
 - Marble floor must be protected at all times.
 - The grand piano must remain in the Living Room. Musicians are restricted to certain areas.
 Ask the Special Events Director about use of the pipe organ.
 - o See additional restrictions under *Information for All Weddings*, below.

Information for All Weddings

- Wedding party will have access to the Council Room for preparation and waiting.
- Opportunity for wedding photos on-site is included in usage fee. Client will provide their own photographer. See *Photographer's Guidelines* below.
- Fees noted above are for rental of museum property only. Additional expenses (e.g., chairs, podium, musicians, photographer, etc.) are the responsibility of the client.
- Restrictions for all weddings:
 - The museum is *not* able to host wedding receptions.
 - o Museum property (West Garden or Conservatory) will be set up by Eastman Museum Staff, and layout is not flexible. See Special Events Director for details.
 - O No food or drink is allowed in the historic mansion or the gardens.
 - o Only poly folding chairs are allowed. See Special Events Director for details.
 - Rehearsal will take place the evening prior, beginning no earlier than 5 p.m. and running no longer than one hour.
 - No candles, open flames, rice, birdseed, dry-ice (smoke) machines, loose breaking glass, or alcohol of any kind allowed on the property. See additional restrictions in the mansion under <u>Indoor Weddings</u>, above.

Photographer's Guidelines

For the care of our collections and the historic mansion and grounds, the following guidelines are to be followed during all photographic sessions:

- Only a George Eastman Museum staff member is permitted to handle the collections.
- Photographers assume all responsibility for their equipment and must provide their own electrical power supply, as well as valid insurance liability.
- Rubber tips must be present on all tripods, stands, etc. so as not to damage the marble floors, carpets, flower beds, or lawns.
- All lights must have heat-reflective filters over their fronts. Lights must not be placed any closer than 10 feet when directed at an object.
- Sandbags/stabilizers must be used to prevent mishaps, such as tripping over cords and lights.
- If the wedding party stands on the wood section of the grand staircase, small carpet pieces should be placed on these sections to protect the wood. Carpet pieces are provided by the Eastman Museum.
- No alterations to the premises shall be permitted unless previously approved by museum staff.

Rental Companies

Nolan's Rental (chairs, tent toppers, podiums) (585) 787-2555 nolansrental.com

McCarthy Tents & Events 585-321-1000 mccarthyevents.com

Florists

Arena's Inc. (585) 454-3720 arenasforlife.com

Hotels

Strathallan, A Doubletree by Hilton 550 East Avenue (585) 461-5010 strathallan.com

Hyatt Regency Rochester 125 East Main Street (585) 546-1234 rochester.hyatt.com

Holiday Inn Rochester Downtown 70 State Street (585) 546-3450 holidayinn.com/rochesterdtwn

Del Monte Lodge Renaissance Rochester Hotel & Spa 41 N Main Street (Pittsford) (585) 381-9900 marriott.com

For more information or to check availability, please contact Allen Buell, Special Events Director, at (585) 327-4888 or abuell@eastman.org.