


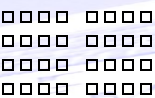
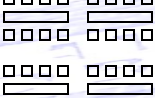


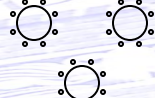


FOR MORE INFORMATION PLEASE CONTACT:

**AUBURN CORD DUESENBERG
AUTOMOBILE MUSEUM
Alishia Iddings, Events Manager**

**1600 SOUTH WAYNE STREET
AUBURN, IN 46706
(260)925-1444x 33 - PHONE
EVENTS@AUTOMOBILEMUSEUM.ORG**

ROOM RATES & PAYMENT INFORMATION

Room Name	Room Size	Room Area	Classroom 	Theatre 	Banquet 	U-Shape 	Boardroom/ Conference 	Reception 
Auburn Room	21 ft x 38 ft	756 sq feet	36	64	40	24	20	32
Cord Room	26 ft x 30 ft	780 sq feet	33	72	40	28	18	32
Duesenberg Room	47 ft x 30 ft	1,410 sq feet	69	132	120	48	35	64
Willennar Hall	94 ft x 71 ft	6,721 sq feet	384	1020	816	75+	75+	512

Note: Room capacities reflect the maximum number of guests, which does NOT include space for buffets, dance floor, head tables, stage, podium, etc. Please speak with the events manager to best estimate the maximum number of guests if space needs to be provided for something other than guest seating.

Classroom

Rows of tables arranged with all participants facing towards the front of the room.

Theatre

Rows of chairs (no tables) arranged with all participants facing towards the front of the room. This setup generally has one center and two side aisles.

Banquet

Rectangle eight foot tables with four chairs on each side of the tables (possible to add one on each end as well).

U-Shaped

Multiple rectangular tables arranged in a large “U” with open space in the middle. Participants are seated around the outside of the table facing towards the center of the “U.” To accommodate larger groups, seats can be placed inside the “U” as well.

Reception

Standard round tables neatly arranged throughout the room. Guests are seated around the entire perimeter of each table.

Conference/ Boardroom

Multiple rectangular tables arranged together in the center of the room to create a single large table space.

ROOM RATES, GUEST FEES , ACCOMMODATIONS

<u>Room Name</u>	<u>Daytime Pricing</u>	<u>Evening Pricing</u>
Eckhart Room	\$200.00 Event must conclude by 5:00 p.m.	\$15.00 per person guest fee 15 guests room minimum (\$225.00)
Auburn Room	\$350.00 Event must conclude by 5:00 p.m.	\$15.00 per person guest fee 30 guests room minimum (\$450.00)
Cord Room	\$350.00 Event must conclude by 5:00 p.m.	\$15.00 per person guest fee 30 guests room minimum (\$450.00)
Duesenberg Room	\$550.00 Event must conclude by 5:00 p.m.	\$15.00 per person guest fee 50 guests room minimum (\$750.00)
Willennar Hall	\$800.00 Event must conclude by 5:00 p.m.	\$15.00 per person guest fee 150 guests room minimum (\$2250.00)

BASIC INFORMATION:

- The Museum will invoice you for all room, beverage service and catering charges.
- Room deposits are due at the time of booking.
- A guaranteed minimum guest count is due 10 days before the event. Guest counts can only increase after this period, not decrease. This will be the amount invoiced unless the actual count is greater.
- Payment is due upon receipt of invoice.
- Any balance 30 days past the date of the event will be charged a 3% late fee per month.
- There may be more than one event in a different space concurrent with booking any room.
- Use of the event lobby and bar is based on availability.

WHAT YOUR GUEST FEE INCLUDES!

- Room set-up, breakdown and clean-up after your event.
- All the tables, chairs, white tablecloths
- All the necessary staff to ensure a memorable event for you and your guests, including event supervisor, front door staff, up to two (2) beverage servers (additional servers available upon request, and security (where applicable).
- Use of our theater screen and projection system in Willennar Hall or Smart TVs in conference rooms.
- Museum Galleries open to you and your guests to visit throughout your event.

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COMPLETE BEVERAGE SERVICE PACKAGES

AUBURN PACKAGE

LIQUOR:

Well level brands of vodka, gin, rum, scotch, bourbon, whiskey, tequila, peach schnapps and amaretto.

BEER:

Domestic keg beer to be chosen by the Museum.

WINE:

House brand Cabernet Sauvignon, Chardonnay, Pinot Grigio, Moscato.

SOFT DRINKS:

Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow, Ginger Ale, Unsweetened Tea, and Lemonade.

\$18.00 PER PERSON FOR THE FIRST FOUR HOURS.

\$3.00 PER PERSON PER HOUR AFTER FOUR HOURS.

CORD PACKAGE

LIQUOR:

CALL LEVEL:

Brands include, but are not limited to, Smirnoff vodka, Gordon's gin, J&B scotch, Jim Beam bourbon, Jack Daniels, Captain Morgan spiced rum, Bacardi rum, Tequila along with other assorted cordials and liquors.

BEER:

Domestic keg beer to be chosen by the Museum. Bottled beer upgrade available for additional cost.

WINE:

House brand Cabernet Sauvignon, Chardonnay, Pinot Grigio, Moscato.

SOFT DRINKS:

Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow, Ginger Ale, Unsweetened Tea, and Lemonade.

\$20.00 PER PERSON FOR THE FIRST FOUR HOURS.

\$4.00 PER PERSON PER HOUR AFTER FOUR

DUESENBERG PACKAGE

LIQUOR:

Call level brands along with Premium brands. Brands include, but are not limited to, Titos Vodka, Tanqueray No. 10 gin, Johnnie Walker scotch, Knob Creek bourbon, Makers Mark bourbon, Crown Royal whiskey, along with assorted local spirits and other assorted cordials

BEER:

Domestic keg beer to be chosen by the Museum. Bottled beer upgrade available for additional cost.

WINE:

House brand Cabernet Sauvignon, Chardonnay, Pinot Grigio, Moscato.

SOFT DRINKS:

Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow, Ginger Ale, Unsweetened Tea, and Lemonade.

\$25.00 PER PERSON FOR THE FIRST FOUR HOURS.

\$5.00 PER PERSON PER HOUR AFTER FOUR

COMPLETE BEVERAGE SERVICE POLICIES & INFORMATION

The Auburn Cord Duesenberg Automobile Museum is proud to offer our customers the option of a complete beverage package. These packages offer full beverage service to your guests and allow you, the host, to more accurately budget your function.

SALES TAX:

All package prices include all applicable sales taxes.

GRATUITY:

All package prices include beverage gratuities.

GUEST COUNT:

Complete beverage service packages will be charged per person, regardless of age, based on the guaranteed minimum count due ten days before the event, or the actual count, whichever is greater. Number of kegs provided will be based on an average considering your guest count.

BEVERAGE POLICIES:

- Guests must be 21 years of age or older to be served alcohol, I.D. required.
- The Museum reserves the right to refuse beverage service to any guest.
- The Museum reserves the right to close down beverage service at any time.
- All beverage service must conclude by 12:00 a.m. No shots after 10pm.
- The Museum is the only licensed authority to sell and serve alcoholic beverages for consumption on the Museum Campus. Therefore, guests are not allowed to bring alcoholic beverages onto our licensed premises.
- Indiana state law does not allow alcoholic beverages to leave the museum building.
- The Museum will provide up to two (2) beverage servers for any function in which beverage service is requested at no additional cost. Additional servers are available at a rate of \$100.00 per server.
- Prices are subject to change without notice.
- Prices include all mixers, Coke products, ice, garnishes and disposable beverage ware. Glass beverage ware available for additional cost.
- Product availability is subject to change without notice. Draft beer is only available in Willennar Hall Bar. Draft selection is subject to availability.

A LA CARTE BEVERAGE INFORMATION

LIQUOR

CALL LEVEL:

Brands include, but are not limited to, Smirnoff vodka, Gordon's gin, J&B scotch, Jim Beam bourbon, Jack Daniels, Captain Morgan spiced rum, Bacardi rum, Tequila along with other assorted cordials and liquors.

- **\$6.00 per drink**

PREMIUM LEVEL:

Brands include, but are not limited to, Titos Vodka, Grey Goose vodka, Tanqueray No. 10 gin, Johnnie Walker Red or Black scotch, Knob Creek bourbon, Maker's Mark bourbon, Crown Royal whiskey, along with assorted local spirits and other assorted cordials.

- **\$7.00 per drink**

SOFT DRINKS

COCA COLA PRODUCTS:

Your guests may choose from Coke, Diet Coke, Sprite, Mellow Yellow, Ginger Ale, Lemonade, and Unsweet tea

- **\$3.00 per drink for cash sales.**
- **\$2.00 per person for host sales.**
(Free Refills)

BEER

DOMESTIC BOTTLED BEER:

- **\$5.00 per bottle**

IMPORTED BOTTLE BEER:

- **\$6.00 per bottle**

DOMESTIC KEG BEER:

Domestic keg beers available include Budweiser, Bud Light, Busch Light, Coors Light, and Miller Lite.

- **\$275.00 per keg**

Import Keg Beer:

- **please call for prices.**

HOUSE WINE

DEL ITALIA:

Cabernet Sauvignon, Chardonnay, Pinot Grigio, Moscato, Pinot Noir

- **\$6.00 per glass**
- **\$20.00 per bottle**

CHAMPAGNE

You have the option of a toast poured at the table or available at the bar. Prices include glass flutes.

House Brand- \$25 per bottle

- **Champagne Fountain Available**
(minimum four bottles)

SPARKLING GRAPE JUICE:

- **\$10.00 per bottle**

A LA CARTE BEVERAGE POLICIES & INFORMATION

The Auburn Cord Duesenberg Automobile Museum is proud to offer our customers the option of a complete beverage package. These packages offer full beverage service to your guests and allow you, the host, to more accurately budget your function.

SALES TAX:

GRATUITY:

Ala Carte prices DO NOT include beverage gratuities. 20% gratuity added to final beverage total.

Keg beer and Bottled Wine is not pro-rated and will be charged if tapped/ opened.

BEVERAGE POLICIES:

- Guests must be 21 years of age or older to be served alcohol, I.D. required.
- The Museum reserves the right to refuse beverage service to any guest.
- The Museum reserves the right to close down beverage service at any time.
- All beverage service must conclude by 12:00 a.m. No shots after 10pm.
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- Prices are subject to change without notice.
- Prices include all mixers, soda, ice, garnishes and disposable beverage ware. Glass beverage ware available for additional cost.
- Product availability is subject to change without notice. Draft beer is only available in Willennar Hall Bar. Draft selection is subject to availability.

AUTHORIZED CATERING INFORMATION

CERUTI'S CATERING



Ceruti's Catering is a family-owned, full service catering company that provides great tasting food with outstanding service at a very competitive price.

Ceruti's has enjoyed serving our customers since our inception in the early 1950's. Specializing in off-premise catering, we can cater any occasion.

CONTACT INFORMATION:

Ceruti's Catering
6601 Innovation Blvd.
Fort Wayne, IN 46818
(260)489-1319
(260)490-1030 - fax
lacrabill@cerutiscatering.com
www.cerutiscatering.com



A family tradition since 1951, Goeglein's Catering has provided outstanding service & great tasting food for customers just like you for three generations. Whether it's a themed banquet, a routine business meeting, a wedding reception or a holiday party, Goeglein's makes every occasion special. Please contact us for more information. Goeglein's Catering - "Serving Great Memories."

CONTACT INFORMATION:

Goeglein's Catering
7311 Maysville Road
Fort Wayne, IN 46815
(260)749-5192 / (260)749-5193 - fax
catering@goegleins.com
www.goegleins.com

THE ITALIAN GRILLE CATERING



Founded in 2006, The Italian Grille is a local, family owned and operated restaurant and catering company. The Italian Grille is a first class, full service, restaurant and catering company whose goal is to provide exemplary food and high quality services to make your event worry free and memorable. Whether it is a wedding reception, business meeting, family gathering or fun gathering, The Italian Grille has menu options to fit your function.

CONTACT INFORMATION:

The Italian Grille Catering
227 North Duesenberg Drive
Auburn, Indiana 46706
(260) 925-9400
theitaliangrille@hotmail.com
www.theitaliangrille.com

COMPLETE FOOD SERVICE INFORMATION

All foodservice must be approved by the Auburn Cord Duesenberg Automobile Museum.

CATERER SHALL SUPPLY:

- All table settings including: utensils, plates, coffee cups, water goblets, napkins and other items needed to serve the guests.
- Necessary staff to properly serve the meal and necessary equipment to properly serve the meal.

CATERING ARRANGEMENTS:

With the exception of the daytime meeting meal packages, all arrangements will be made directly with the caterer of your choice. All payments for catering must be made through the Auburn Cord Duesenberg Automobile Museum, including catering deposits. In the event of cancellations, any deposits for catering services are between you and the caterer.

CATERING INVOICE:

The billing for food service provided by any authorized caterer, preferred or temporary, will be handled through the Museum. A copy of the caterer's invoice will be provided to you with the event invoice from the Museum upon request.

CATERING FEE:

The Museum's authorized caterers are charged a 15% catering fee on every event held at the museum. If you do not choose to use a preferred caterer, you could be subject to fees in addition to a 25% catering fee. The caterer may choose to pass this charge on to the customer. Please contact the caterer for more information.

BEVERAGE SERVICE:

The Auburn Cord Duesenberg Automobile Museum is the sole provider for all alcoholic beverages served on the Museum Campus. No alcoholic beverages shall be brought into or taken out of the museum at any time. Please see the beverage service information sheet for pricing information.

CAKES AND DESSERTS

Cakes and desserts may be provided by someone of your choosing and are not subject to any charges. Cake cutting services are provided by the caterers; please contact them for further details.

AUTHORIZED DECORATORS INFORMATION



Taylor Rental / Party Plus in Auburn, Indiana, has been making wedding dreams come true for over 45 years. With its large variety of linens, fabric treatments, center pieces, and event coordinators– it has all of your essentials. Stop by the one-stop-shop for all of your Dinner reception, party, and custom décor needs.

The talented staff at Taylor Rental / Party Plus can assist you in all of your special event wishes and dreams

CONTACT INFORMATION:

Taylor Rental / Party Plus
2224 State Road 8 West
Auburn, Indiana 46706
(260) 925-3000
party@taylorrentalusa.com
www.taylorrentalusa.com

COMPLETE DECORATORS SERVICE INFORMATION

All decorations must be approved by the Auburn Cord Duesenberg Automobile Museum

DECORATING POLICIES:

- Event hosts may choose to do their own table decorations, which must be approved by museum staff. Confetti, glitter, loose petals are strictly prohibited. Candles must be in votive.
- Taylor Rental MUST be used to decorate the ceiling and any item affixed to the museum such as posts and walls.
- Other decorations may be provided by an approved decorator.
- Taping or nailing to any surface in the Museum is strictly prohibited.

DECORATING ARRANGEMENTS:

All arrangements will be made directly with the decorator of your choice. With all payments for decorating being made to said decorator. In the event of cancellations, any deposits for decorating services are between you and the decorator.

DECORATOR INVOICE:

The billing for decorations and labor provided by any authorized decorator will be handled through the chosen decorator. A copy of the decorator invoice will be provided to the Museum.

DECORATOR FEE:

The Museum's authorized decorators are charged a 15% decorator fee on every event held at the museum. Please contact the decorator for more information. Should you choose to use a decorator not on our list, it must be approved on an event by event basis by the Auburn Cord Duesenberg Automobile Museum.

Please direct any questions or concerns about authorized decorators and decorating fees to the Events Manager at the Auburn Cord Duesenberg Automobile Museum.