<table>
<thead>
<tr>
<th>Room Name</th>
<th>Room Size</th>
<th>Room Area</th>
<th>Classroom</th>
<th>Theatre</th>
<th>Banquet</th>
<th>U-Shape</th>
<th>Boardroom/Conference</th>
<th>Reception</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auburn Room</td>
<td>21 ft x 38 ft</td>
<td>756 sq feet</td>
<td>36</td>
<td>64</td>
<td>80</td>
<td>24</td>
<td>20</td>
<td>32</td>
</tr>
<tr>
<td>Cord Room</td>
<td>26 ft x 30 ft</td>
<td>780 sq feet</td>
<td>33</td>
<td>72</td>
<td>74</td>
<td>28</td>
<td>18</td>
<td>32</td>
</tr>
<tr>
<td>Duesenberg Room</td>
<td>47 ft x 30 ft</td>
<td>1,410 sq feet</td>
<td>69</td>
<td>132</td>
<td>172</td>
<td>48</td>
<td>35</td>
<td>64</td>
</tr>
<tr>
<td>Willennar Hall</td>
<td>94 ft x 71 ft</td>
<td>6,721 sq feet</td>
<td>384</td>
<td>1020</td>
<td>816</td>
<td>75+</td>
<td>75+</td>
<td>512</td>
</tr>
</tbody>
</table>

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.

**Conferences/Boardroom**  
Multiple rectangular tables arranged together in the center of the room to create a single large table space.
## Room Rates, Guest Fees & Payment Information

<table>
<thead>
<tr>
<th>Room Name</th>
<th>Daytime Pricing</th>
<th>Evening Pricing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Auburn Room</strong></td>
<td>$250.00</td>
<td>$11.00 per person guest fee</td>
</tr>
<tr>
<td></td>
<td>Event must conclude by 5:00 p.m.</td>
<td>30 guests room minimum ($330.00)</td>
</tr>
<tr>
<td><strong>Cord Room</strong></td>
<td>$250.00</td>
<td>$11.00 per person guest fee</td>
</tr>
<tr>
<td></td>
<td>Event must conclude by 5:00 p.m.</td>
<td>30 guests room minimum ($330.00)</td>
</tr>
<tr>
<td><strong>Duesenberg Room</strong></td>
<td>$450.00</td>
<td>$11.00 per person guest fee</td>
</tr>
<tr>
<td></td>
<td>Event must conclude by 5:00 p.m.</td>
<td>50 guests room minimum ($550.00)</td>
</tr>
<tr>
<td><strong>Willennar Hall</strong></td>
<td>$600.00</td>
<td>Sunday through Thursday $11.00 per person guest fee</td>
</tr>
<tr>
<td></td>
<td>Event must conclude by 5:00 p.m.</td>
<td>120 guests room minimum ($1,320.00)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Friday &amp; Saturday $11.00 per person guest fee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>150 guests room minimum ($1,650.00)</td>
</tr>
</tbody>
</table>

### What Your Guest Fee Includes!
- Room set-up, breakdown and clean-up after your event.
- All of the tables, chairs, lap-length white linen tablecloths and cloth skirting for buffet, gift, and head tables.
- All the necessary staff to ensure a memorable event for you and your guests, including (2) beverage servers, security, event coordinator and event supervisor.
- Use of our theater screen and projection system during the event to show a video, or photo/PowderPoint presentation in Willennar Hall.
- Museum Galleries open to you and your guests to visit throughout your reception or event.
- Staging to set-up a head table for the wedding party.

### Payment Information:
- The Museum will invoice you for all room, beverage service and catering charges.
- Room deposits are due at the time of booking.
- Deposits are refundable, minus a $100 cancellation fee, ONLY if another event is booked in the same room on the same date.
- A guaranteed minimum guest count is due 12 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.
- An estimate of charges will be compiled no later than thirty (30) days prior to the event date. Fifty percent (50%) of the estimate will be due no later than 24 days prior to the event date. The remaining 50% will be due no later than eight days prior to the event.
- Payment is due within 10 days of receipt of invoice.
- Any balance 30 days past the date of the event will be charged a 1-1/2% late fee per month.

### Room Policies:
Use of the event lobby is based on availability.
### 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, Merlot, Pinot Grigio, Moscato.

**Soft Drinks:**
Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow and Ginger Ale.

**Disposable Beverage Ware**
$15.00 per person for the first four hours.
$2.00 per person per hour after four hours.

#### CORD PACKAGE

**Liquor:**
Call level brands including, but not limited to, Smirnoff vodka, Gordon’s gin, J&B scotch, Seagram’s 7 whiskey and assorted cordials and liquors.

**Beer:**
Domestic keg beer to be chosen by the Museum.

**Wine:**
House brand Cabernet Sauvignon, Chardonnay, Merlot, Pinot Grigio, Moscato.

**Soft Drinks:**
Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow and Ginger Ale.

**Glass Beverage Ware**
$17.00 per person for the first four hours.
$2.50 per person per hour after four hours.

#### DUESENBERG PACKAGE

**Liquor:**
Call level brands along with premium level brands including, but not limited to, Grey Goose vodka, Tanqueray No. 10 gin, Crown Royal whiskey and assorted cordials and liquors.

**Beer:**
Domestic keg beer to be chosen by the Museum.

**Wine:**
House brand Cabernet Sauvignon, Chardonnay, Merlot, Pinot Grigio, Moscato, and White Zinfandel.

**Soft Drinks:**
Unlimited soft drinks from the choice of Coke, Diet Coke, Sprite, Mellow Yellow and Ginger Ale.

**Glass Beverage Ware**
$20.00 per person for the first four hours.
$3.00 per person per hour after four hours.

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### 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 twelve days before the event, or the actual count, whichever is greater.

**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.
- 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 provides beverage servers for any function in which beverage service is requested at no additional cost. The number of servers is at the discretion of the events manager. Additional servers are available at a rate of $15.00 per hour per server.
- Prices are subject to change without notice.
- Prices include all mixers, soda, ice, garnishes and disposable beverage ware.
- Product availability is subject to change without notice.
- The Museum, without exception, will enforce all local, state and federal laws.
**LIQUOR**

**Call Level:**
Brands include, but are not limited to, Smirnoff vodka, Gordon's gin, J&B scotch, Seagram's 7 whiskey, Jim Beam bourbon, Jack Daniels, Captain Morgan spiced rum, Bacardi rum, Jose Curve Gold tequila along with other assorted cordials and liquors.
- $6.00 per drink

**Premium Level:**
Brands include, but are not limited to, Grey Goose vodka, Tanqueray No. 10 gin, Appleton Estate VX rum, Captain Morgan Private Stock spiced rum, Glenfiddich scotch, Knob Creek bourbon, Crown Royal whiskey, 1800 tequila along with other assorted cordials and liquors.
- $7.00 per drink

**BEER**

**Domestic Bottled Beer:**
Brands include, but are not limited to, Budweiser, Bud Light, Coors Light, Michelob Gold Light, Michelob Amber Boch, Michelob Ultra, Miller Lite, Rolling Rock and O'Douls.
- $4.00 per bottle

**Imported/ Craft Bottled Beer:**
Brands include, but are not limited to, Becks, Blue Moon, Corona, Heineken, Modelo, Sam Adams, Seasonal Craft Beer and Wine Coolers.
- $5.00 per bottle

**Keg Beer:**
Domestic keg beers available include Budweiser, Bud Light, Coors Light, and Miller Lite.
- $175.00 per keg

**WINE**

**Dell Italia:**
Cabernet Sauvignon, Chardonnay, Pinot Grigio, Moscato, Merlot.
- $5.00 per glass
- $15.00 per 750 mL bottle

**SOFT DRINKS**

**Coca Cola Products:**
Your guests may choose from Coke, Diet Coke, Sprite, Mellow Yellow and Ginger Ale.
- $1.00 per drink for cash sales.
- $.75 per person for host sales. *(Free Refills)*

**Champagne**

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

**House Brut:**
- $20.00 per 750 ml bottle

**Welch's Sparkling Grape Juice:**
- $10.00 per 750 ml bottle

**Keepsake “Love” Bottle**
- $30.00 Per Bottle

**A LA CARTE BEVERAGE POLICIES & INFORMATION**

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**Gratuity:**
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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
ihatton@cerutiscatering.com
www.cerutiscatering.com

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 is a 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

Catering Invoice:
The billing for food service provided by any authorized caterer 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.

Catering Fee:
The Museum’s authorized caterers are charged a 15% catering fee on every event held at the museum. 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.

Wedding Cakes:
Wedding cakes 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.
A Party Apart is northeast Indiana’s largest and most diversified party contractor meeting the ever-changing needs of caterers, florists, homeowners, wedding planners, professional party and banquet coordinators, hotels, and festivals. They rent tables, chairs, chocolate fountains, plants, and much more. With over 150,000 items in all, the friendly staff at A Party Apart will be happy to help you with all of your party and décor needs. Decades of experience and vast inventory will allow you to have the wedding, reception or event of your dreams.

Contact Information:
A Party Apart
200 East Superior Street
Fort Wayne, IN  46802
(260)969-0999
sonja@apartyapart.com
www.apartyapart.com

Taylor Rental / Party Plus in Auburn, Indiana, has been making wedding dreams come true for over 35 years. With its large variety of linens, fabric treatments, center pieces, invitations, tuxedos, and event coordinators—it has all of your wedding day essentials. Stop by the one-stop-shop for all of your bridal shower, rehearsal dinner, wedding ceremony, 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

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.
- An approved, professional decorator MUST be used to decorate the ceiling.
- 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. The decorator fee for unauthorized decorators is 20% of the total decorating invoice, or fair market value of services.

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