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# WISCONSIN HISTORICAL SOCIETY

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*Make Your Next Event Historic!*

THE WISCONSIN HISTORICAL SOCIETY INVITES YOU  
TO HOST YOUR EVENT AT OUR HEADQUARTERS  
LOCATION.

Centrally located in the heart of downtown Madison on the University of Wisconsin Library Mall, the 1901 historic Headquarters building offers its sophisticated and elegant spaces for the community to provide historical, educational, and social events that support the values of the Historical Society and benefit the Madison community.

Contact for Further Information

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2023

WISCONSIN  
HISTORICAL SOCIETY

*Our Ceremony Venues*



LIBRARY



EAST TERRACE



AUDITORIUM



LOBBY

Society Headquarters  
816 State Street  
UW Madison Library Mall  
Madison, WI 53706

2023

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*Our Reception &  
Cocktail Hour Venues*



Celebrate your special day on the East Terrace or in the main Lobby of one of Wisconsin's finest Neo-Classical Revival style designs. Nestled on the UW-Madison Library Mall and surrounded by iconic UW-Madison landmarks such as the UW Memorial Union, the Red Gym, and Lake Mendota., the Society's HQ Building offers an unparalleled European aesthetic for your early evening cocktail hour or a late night reception with dancing.

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## *Ceremony & Reception Pricing Guide*

### **AUDITORIUM**

Capacity: 299

\*Base Price: \$1,500

Additional Hours: \$300 per hour

### **LOBBY**

Capacity: Seated 200 / Standing  
275

\*Base Price:

(June – October) \$2,500 /

(November – May) \$2,000

Additional Hours:

(June – October) \$500 per hour /

(November – May) \$400 per hour

### **EAST TERRACE**

*Outdoor venue available seasonally*

Capacity: Seated 200 / Standing  
300

\*Base Price: \$3,000

Additional Hours: \$600 per hour

### **LIBRARY**

*Limited availability. Ceremonies only.  
Subject to approval by committee.*

Capacity: Seated 200 / Standing  
200

Base Price: \$6,000 per ceremony

\*All pricing based on a 5-hour minimum rental.

All venues are ADA accessible. Reservations are held on a first come first serve basis upon receipt of a \$500.00 deposit.

All prices subject to change without notice, unless contracted.

Rentals booked prior to 1/31/2020 are grandfathered into the 2018 pricing. Events subject to additional security and/or staff charges based on the nature of the event.



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Book two or more of our venues for your wedding and receive a 14% discount on your combined rental fees

## Additional Information

### Base Rental of 5 hours includes:

- Bride's changing room
- Groom's changing room
- 1 hour for set-up
- 1 hour for take-down and clean-up
- 1 hour of rehearsal the day prior to the ceremony (based on availability)

## Add-On Options

|                                |                                |
|--------------------------------|--------------------------------|
| Chairs                         | \$3.50 per chair, per location |
| Cocktail Tables                | \$20.00 per table              |
| Portable PA                    | \$40.00 per event              |
| Portable Flat Screen w/ Laptop | \$100 per event                |



## Auditorium Only Add-Ons

|                               |                     |
|-------------------------------|---------------------|
| Projector Use and Screen      | \$50 per event      |
| Projector and Screen Staffing | \$50 per event      |
| Dedicated IT Staff            | \$100 for the event |

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## *Event Catering and Bar Setup Fees*

*Catering and bar setup fees include set-up and break-down of your event, vendor load-in & load-out, trash removal, and a dedicated on-site event manager*

### **1 - 25 Guests**

Catering Setup: \$60.00 / Catering & Bar Setup: \$75.00

### **26 - 50 Guests**

Catering Setup: \$120.00 / Catering & Bar Setup: \$150.00

### **51 - 100 Guests**

Catering Setup: \$240.00 / Catering & Bar Setup: \$300.00

### **101 - 200 Guests**

Catering Setup: \$480.00 / Catering & Bar Setup: \$600.00

### **201 - 300 Guests**

Catering Setup: \$600.00 / Catering & Bar Setup: \$750.00

## *Wedding Ceremony Setup Fee:*

*Wedding ceremony set up fees include setup and breakdown of chairs, PA system, on-site event manager, wedding altar, vendor load-in and load-out on the day of the ceremony, trash removal, cleaning of Bride & Groom changing rooms, and 1-day storage of any ceremony collateral not removed at the end of the day of the ceremony*

### **1 - 100 Guests**

Setup: \$120.00

### **100 - 225 Guests**

Setup: \$240.00

*A final guest count is required 8 business days in advance of the event. The number of guests guaranteed may not be decreased after this point. The wedding ceremony setup fee payment is due no later than 48 hours in advance of the event*



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**Wisconsin Historical Society** ✓

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