



## Basic Rental Information 2024-2025

# Museum Space Options

## LEIR HALL

---

*Located on lower level of Museum*

**Capacity** 200 guests seated at tables and chairs; with dance floor  
250 guests at a standing cocktail party (no tables with chairs; high-tops only)  
200 seated banquet style; with small dance floor

**Fees** Friday-Sunday evening rental (6-11 p.m.): **\$5,000**  
Monday-Thursday evening rental (6-11 p.m.): **\$4,000**  
Friday-Sunday afternoon rental (12 noon-5 p.m.): **\$4,000**  
Monday-Thursday rental (10 a.m.-4 p.m.): **\$3,000**

- *Includes an elevated stage*
- *All food and beverages are allowed in this area*

## LEHMAN COURT

---

*Located on main level of Museum, at Front Entrance, adjacent to galleries*

**Capacity** 60-65 guests seated at tables and chairs  
80 guests at a standing cocktail party (no tables & chairs; limited number of high-tops only)

**Fees** Friday-Sunday evening rental (7-11 p.m.): **\$4,000**  
Monday-Thursday evening rental (6-11 p.m.): **\$3,500**  
Monday-Thursday day rental (10 a.m.-6 p.m.): **\$3,000**

- *At time of booking, we may be unaware of any upcoming closures in the galleries due to exhibition change*
- *Because the Museum is open to the public until 6 p.m. on Friday and Saturday, Lehman Court cannot be rented before 7 p.m. on those days (6 p.m. on Sundays)*
- *Only clear beverages allowed in Lehman Court: no red wine, colas, coffee, tea, or colored liquids*
- *No food or drink permitted in Galleries*

## LEIR HALL with LEHMAN COURT \*

---

**Fees** Friday-Sunday evening rental (7-11 p.m.): **\$7,000**  
Monday-Thursday evening rental (6-11 p.m.): **\$5,500**  
Monday-Thursday day rental (10 a.m.-6 p.m.): **\$4,500**

- \* *Please note: Use of Lehman Court and access to galleries lasts until 8 p.m. only when rented with Leir Hall*

# Museum Space Options

## **SOUTH MOUNTAIN AVENUE FRONT LAWN**

---

This space may be rented for **\$200** to hold a wedding ceremony in conjunction with the rental of Leir Hall and/or Lehman Court. You are strongly advised to rent a canopy or tent for your comfort and that of your guests. MAM chairs cannot be used outside; rental chairs are required. Additional information can be provided at the time of your site visit.

Friday–Sunday evening rental\* (6–11 p.m.): **\$3,500**

Monday–Thursday evening rental\* (6–11 p.m.): **\$2000**

Monday–Friday (10 a.m.–4 p.m.): **\$200/hour** or **\$1,000** full day (September–June only)

Saturday–Sunday (10 a.m.–4 p.m.): **\$300/hour**

*\*Montclair music ordinance calls for 10 p.m. end*

You may add galleries, restrooms, and caterer’s pantry to your lawn rental at the following price:

	Restrooms	Galleries*	Pantry
Monday–Friday, 9 a.m.–4 p.m.	<b>\$100</b>	<b>\$1,000</b>	<b>\$300</b>
Monday–Thursday, 6–10 p.m.	<b>\$100</b>	<b>\$1,500</b>	<b>\$400</b>
Saturday–Sunday, 10 a.m.–4 p.m.	<b>\$100</b>	<b>\$1,000</b>	<b>\$300</b>
Friday–Sunday, 6–10 p.m.	<b>\$200</b>	<b>\$1,500</b>	<b>\$500</b>

*\*Galleries will remain open to your guests until 8 p.m.*

## **GEYER STUDIO**

---

This studio may be rented in conjunction with the rental of Leir Hall alone or with the rental of Leir Hall with Lehman Court for **\$300**, subject to availability and the approval of the Director of Yard School of Art.

## **ART STUDIOS A, B, C**

---

These studios may be rented in conjunction with the rental of Leir Hall alone or with the rental of Leir Hall with Lehman Court for **\$300**, subject to availability and the approval of the Director of Yard School of Art.

# Museum Additional Add-On Options

## **MAM ART TRUCK**

---

The Montclair Art Museum Art Truck is the perfect fun activity for your mitzvah or a special hands-on art treat for the children at your adult event. The colorful, cheerfully painted truck is a mobile open studio, housed in a retrofitted ice cream truck that offers art projects your guests will enjoy on site for **\$400** for two hours.

## **PORTABLE BAR**

---

The bar may be rented in conjunction with the rental of Leir Hall and/or Lehman Court for **\$100** for the evening (placed in one location for the entire evening).

## **UPLIGHTING**

---

NEW! 12 piece up-lighting in a variety of colors, **\$500**.

## **AV PACKAGE**

---

Use of AV package with a staff AV oversight, **\$500**.  
Includes lighting, sound, and video for your event.

# Included in Your Rental

## TABLES

---

(21) **60" round tables** (seats 8 using MAM chairs; 10 using rental chairs)

(11) **72" round tables** (seats 10 using MAM chairs; 12 using rental chairs)

(8) **6' rectangular tables** (seats 6)

(8) **5' rectangular tables** (seats 4) cannot be used in Lehman Court, use in Leir Hall only

(12) **30" round low-top tables**

(12) **30" round high-top tables** please note that these high-tops can be lowered to provide a potential total of 24 low-tops

## CHAIRS

---

250 chairs

## MICROPHONES AND STANDS

---

1 wired

2 cordless

2 lavaliers

1 microphone stand

5 music stands

2 podiums

## SOUND SYSTEM AND SCREEN

---

Allen & Heath QU-16 mixer (uses laptop or tablet; needs HDMI)

Blu-ray player, iPad

Dell PC laptop

Full Size Theater Screen (25' x 20') and new state of the art projector

Stage has 3 back lines for band setup

Large 70" portable monitor by Sharp

## PARKING

---

Museum parking lot for 140 cars; you may hire a valet parking service if you wish.

## PLEASE NOTE

---

Renters are required to provide a **Certificate of Liability** naming the Montclair Art Museum as an additional insured (details are spelled out in the contract).

Renters must also provide a **credit card authorized for up to \$1,000 as a security deposit** for any damage noted after the event (see contract for details).

Only caterers on our **Approved Caterers** list may be employed for your event (attached). Please email Carol Taylor, Retail and Rental Operations Manager, for an appointment and additional details: [ctaylor@montclairartmuseum.org](mailto:ctaylor@montclairartmuseum.org).

# MAM Approved Caterers

## **CHURCH STREET CATERING**

Phone: 973-220-0031  
churchstreetcatering.com

*We are a full service catering company offering custom designed menus and a full range of services from rentals to photographers to florists and more. Allow our professional staff to help you create your perfect memory.*

## **DAVID ELLIS CATERING**

Phone: 973-539-3000  
davidelliscatering.com

*Simple events to extravagant galas—we take pride in providing an outstanding level of service. Our all-inclusive event production includes menu design, staffing, floral design, entertainment, and tenting.*

## **ENCORE CATERING**

Phone: 973-515-8000  
encorecateringnj.com

*Our dedicated staff provides expert consultation and recommendations based on event criteria, preference, budget, and theme. Our menu options are endless—completely customized to please the palate of every guest on your list.*

## **EVENTS BY JONI**

Phone: 973-783-5222  
eventsbyjoni.com

*Full service event planning with a commitment to the highest level of catering and design. Joni has earned the reputation of respect and success based on customer referrals, excellent work ethic and the creative and positive energy she brings to every event.*

## **GREEN CART CATERING**

Phone: 201-885-4425  
greencartcatering.com

*We offer full service vegan and vegetarian catering. We are committed to providing healthy and ethical cuisine to hosts that want to stay true to their values while still providing an outstanding culinary experience.*

## **HARVEST RESTAURANTS**

Phone: 973-656-1881  
harvestrestaurants.com

*Harvest Restaurants are designed for you to enjoy local, seasonal food and award-winning wine and spirit offerings. Whether you're in the mood for casual light fare or an elegant dining experience, Harvest Restaurants can satisfy your appetite.*

## **IN-THYME CATERED EVENTS**

Phone: 201-774-8646 and 201-666-3353  
inthyme.com

*From weddings to intimate cocktail parties to large corporate affairs and trade shows—our goal is to not only provide the highest quality food and service, but to also become a trusted partner in planning your event.*

## **JACK'S SEAFOOD SHACK**

Phone: 973-893-5283  
jacklobstershack.com

*Seafood, including Maine lobsters, crabs, shell fish and more for all of your entertaining events.*

## **LAURENCE CRAIG CATERING**

Phone: 973-761-0190  
laurencecraigcatering.com

*Boutique off premise catering company specializing in customized cuisine, poised service and unique presentation. Our focus is on high-end weddings, mitzvahs, fundraising galas and corporate events.*

## **MANGIA BUONO CATERERS**

Phone: 347-865-2237  
mangiabuonolaliers.com

*Brooklyn homestyle Italian Cooking. No party too big or too small. Outstanding services and catering.*

## **MOGHUL CATERING**

Phone: 732-841-7127  
moghulcatering.com

*We specialize in Indian cuisine with subtle simplicity, and fine ingredients reflecting our cultural heritage. We believe in perfection, paying attention to the smallest detail to make your event magnificent.*

## **RASOI FINE INDIAN CUISINE AND CATERING**

Phone: 732-429-8150  
cateringbyRasoi@gmail.com

*Behind every meal is a conversation waiting to happen. We stride towards providing first-class Indian food at an affordable price, and make sure your dining experience is special.*

## **RICHFIELD REGENCY**

Phone: 973-239-6234  
richfieldregency.com

*We are a full service kosher caterer under rabbinical supervision. Our professional staff provides top-quality services and outstanding catering. Full service non-kosher menu also offered.*

# Special Services Vendors

## FLORISTS

---

### **Bartlett's**

Phone: 973-471-6480

### **Blade Floral and Event Designs**

Phone: 917-723-3577  
bladenyc.com

### **Events by Broderick**

Phone: 800-966-1773  
brodericks.net

### **Jerry Rose Design**

Phone: 973-471-6480  
jerryrose.com

## ORCHESTRA/MUSIC/DJS

---

### **DJ Matthew Krause**

matthewkrausecb@gmail.com

### **DJ Show N Tell**

Phone: 347-228-6159  
djshowntell.com

### **Dolce DaVita Strings**

Phone: 848-391-3583  
www.ddstrings.com

### **Hank Lane Music & Productions**

Phone: 212-767-0600  
hanklane.com

### **John Hubela, DJ**

Phone: 800-CDJ-0404  
www.cdjmusic.com

### **Mark Yolleck, Trio**

Phone: 973-783-1125

### **New Jersey Rhythm & Blues**

Phone: 201-556-4559  
info@njrb.net

### **Princeton Music Connection/Wendy Zoffer**

Phone: 609-936-9811  
princetonmusic.com

### **Vail Entertainment**

Phone: 201-768-9100  
vail.com

## SERVERS AND STAFFING

---

### **Raise Your Pinky**

Phone: 201-484-9885  
Raiseyourpinkystaffing@gmail.com  
Not in need of full catering? We supply light menus and all needed staffing and bartenders.

## VALET PARKING

---

### **Country Club Services**

Phone: 973-376-4352  
countryclubservicesinc.com

## BUS COMPANY (shuttles, vans, etc.)

---

### **Academy Bus**

Phone: 800-442-7272  
academybus.com

## PHOTOGRAPHERS

---

### **Ade Oshadi**

Phone: 860-502-4129  
adeandgina.com

### **Andy Foster Photography**

Phone: 973-632-8000  
andyfosterphoto.com

### **Celestina Ando Photography**

Phone: 201-381-0180  
celestinaando.com

### **Dave Hollader**

Phone: 973-467-0870  
davidhollander.net

### **Daniel Epstein & Associates**

Phone: 973-783-5149  
danepstein.zenfolio.com

### **Lindsey Reed Photography LLC**

Phone: 908-399-9525  
lindseyreedphotography.com

### **Mike Peters Photography**

Phone: 973-857-8969

### **Phil Cantor Photography**

Phone: 973-783-1065  
philcantor.com

### **Richard Titus**

Phone: 973-670-1292  
richard@titusphoto.com

# Special Services Vendors

## VIDEOGRAPHERS

---

### Absolute Video

Phone: 973-740-0900

### Sweet Molly Films

Phone: 973-783-3400  
sweetmollyfilms.com

## LIGHTING AND FURNITURE

---

### Bubble Design Rentals

bubbledesignrentals.com

### Front Page Productions

Phone: 973-696-6886  
frontpageproductions.com

### JB Lighting Productions

Phone: 917-834-1902  
jblightingproduction.com

### Jersey Street Furniture (rental)

Phone: 973-779-7444  
jsfrental.com

### Shine Events

Phone: 845-535-3100  
shineevents.com

### Showpro Productions

Phone: 908-578-1672  
showproproductions.com

### Sperry Tents

Phone: 732-681-8368  
SperryTentsNJ.com  
*Tents may not be staked. Only weighted tents are permissible.*

## WEDDING / EVENT PLANNERS

---

### Blush Events

Phone: 914-629-4843  
info@blushevents.net

### Bowmans Party Creations, LLC

Phone: 862-220-7472

### Castiglione Events

Phone: 732-600-9666  
castiglioneevents.com

### Elegant Occasions

Phone: 888-361-9177  
elegantoccasions.com

### PrincEvents

Phone: 610-212-7108  
lisaprincevents.com

### Raise Your Pinky

Phone: 201-484-9885  
Raiseyourpinkystaffing@gmail.com

## HOTELS IN THE AREA

---

### The MC Hotel

*Book your wedding room block and receive:*

- One upgrade at the group rate
- Marriott Bonvoy Points
- Exclusive discount for your Welcome Reception/ Rehearsal Dinner

690 Bloomfield Avenue, Montclair, NJ  
Phone: 844-624-6835  
themchotel.com

### Best Western Turtle Brook Inn

555 Northfield Avenue, West Orange, NJ  
Phone: 973-731-5300  
bestwesternnewjersey.com

### Courtyard by Marriott

8 Rooney Circle, West Orange, NJ  
Phone: 973-669-4725  
marriott.com

### The George

37 N. Mountain Avenue, Montclair, NJ  
Phone: 973-783-7878  
thegeorgemontclair.com

### Newark Hilton

1048 Raymond Blvd, Newark, NJ  
Phone: 973-622-5000  
hilton.com

### Residence Inn West Orange

107 Prospect Avenue, West Orange, NJ  
Phone: 973-669-4700  
marriott.com

### Short Hills Hilton

41 John F Kennedy Pkwy, Short Hills, NJ  
Phone: 973-379-0100  
hilton.com



# Directions to the Museum

**New Jersey Turnpike North or South** (stay on Western Spur) to Exit 15W to 280 West to Exit 8B, Prospect Avenue/Cedar Grove. Proceed through 4 lights. At the fifth light turn right onto Bloomfield Avenue. At third light turn right onto South Mountain Avenue. Turn into the second driveway on the left. Alternate Turnpike Exits: Turnpike North - Exit 16W Follow as below for Route 3 West. Turnpike South - Exit 11 to Follow as below for Garden State Parkway North.

**Garden State Parkway North** to Exit 148, Bloomfield Avenue. After toll stay left. Proceed through light and follow jug handle. Turn right onto Bloomfield Avenue and proceed for 2.7 miles. At Montclair Jaguar stay left and turn left at the second light onto South Mountain Avenue. Turn into the second driveway on the left.

**Garden State Parkway South** to Exit 148, Bloomfield Avenue. Proceed straight through the ramp. Turn right onto Bloomfield Avenue. Follow directions from Bloomfield Avenue above.

**Route 280** East or West to Exit 8B, Prospect Avenue/Cedar Grove. Proceed through five lights. At the sixth light turn right onto Bloomfield Avenue. At third light turn right onto South Mountain Avenue. Turn into the second driveway on the left.

**Route 287** North or South to 80 East to 280 East to Exit 8B, Prospect Avenue/Cedar Grove. Follow as above for Route 280.

**Route I-78 East to I-287 North** (Morristown). Go approx. 20 miles to exit 41A to Route I-80 (Smith Rd., NYC). Take exit 47A to I-280 east (keep right). Follow 280 to exit 8B (Prospect Ave./Cedar Grove). At sixth traffic light turn right onto Bloomfield Avenue. At second traffic light turn right onto South Mountain Ave., second driveway on left is our parking area.

**Route 3** East or West to Grove Street Exit. Follow signs for Montclair. Follow Grove Street through seven lights (approx. 4 miles). Turn right at the eighth light onto Bloomfield Avenue. Proceed approx. 2 miles. At Montclair Motors stay left and turn left at the second light onto South Mountain Avenue. Turn into the second driveway on the left.

## **FROM NEW YORK CITY:**

**George Washington Bridge/Route 80** West to Garden State Parkway South, Exit 148 Bloomfield Avenue. Follow as above.

**Lincoln Tunnel** to Route 3 West - Follow Route 3 to Grove Street exit. Follow as above.

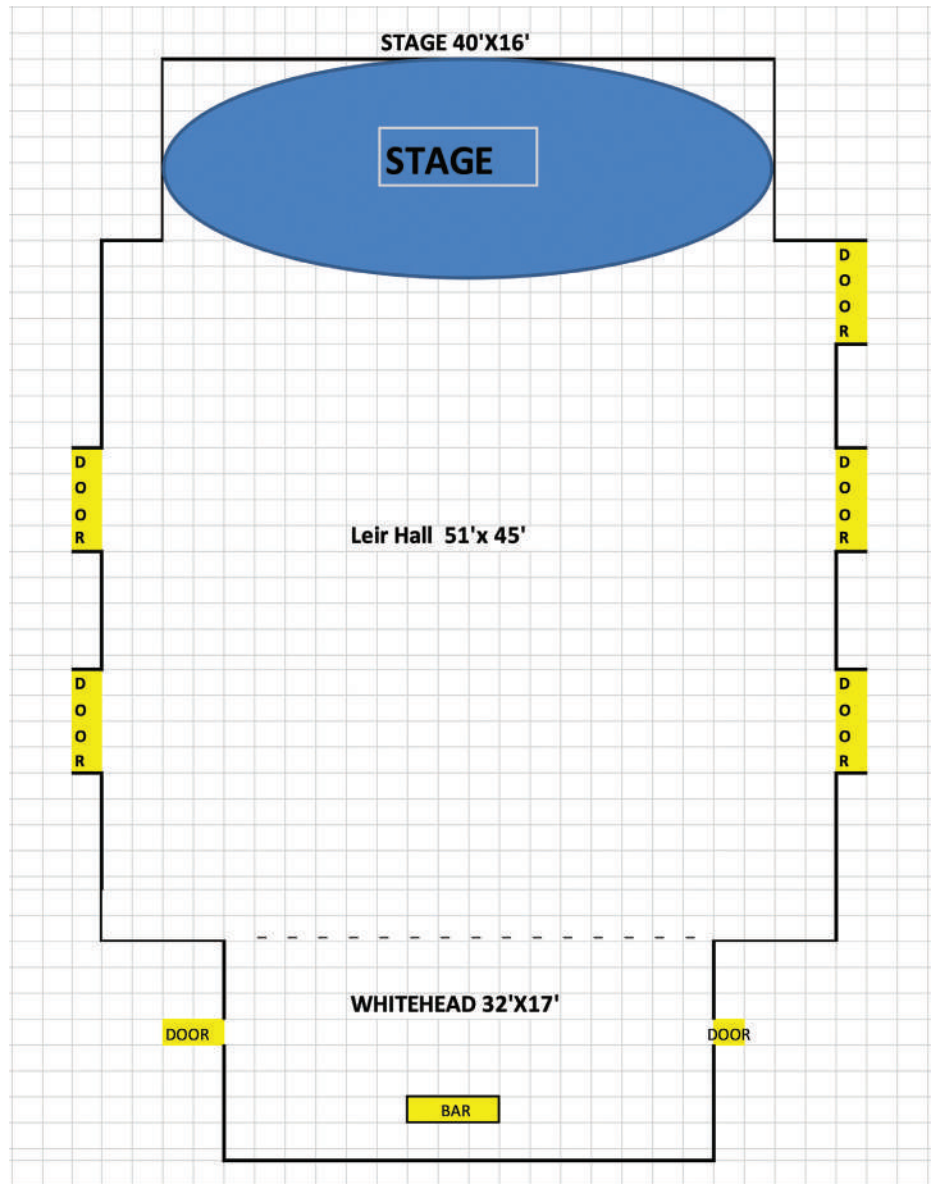
**Holland Tunnel** - bear left, following signs to Routes 1 & 9. After underpass take second exit. Follow signs to Newark. Bear right for Route 280 West and take 280 West to Exit 8B, Prospect Avenue/Cedar Grove. Follow as above from 280 West.

## **BY BUS FROM NEWARK:**

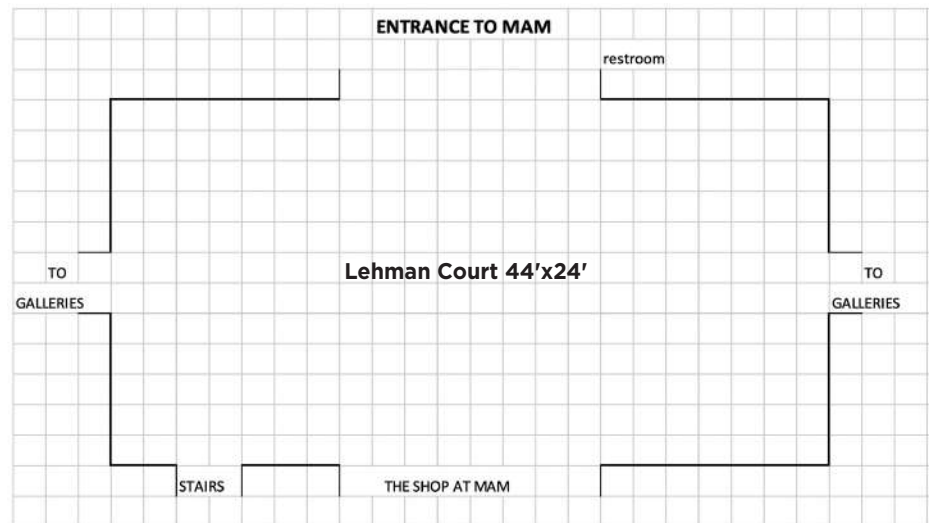
New Jersey Transit #11 from Penn Station. Take bus to the corner of South Mountain and Bloomfield Avenues, Montclair. For schedule, call New Jersey Transit at 800-772-2222.

# Museum Space Dimensions

## FIRST FLOOR:



## SECOND FLOOR:



Through art, we create experiences that inspire, challenge, and foster community to shape our shared future. Thank you for considering the Montclair Art Museum.

For further information, please contact

**Carol Taylor**

*Manager of Rental and Retail Operations*

[ctaylor@montclairartmuseum.org](mailto:ctaylor@montclairartmuseum.org)