

# FAQ

## **What is the maximum number of guests that can be accommodated for an inside event?**

*55 for a sit-down dinner or up to 150 for a cocktail reception in The Frick Art Museum rotunda.*

## **What is the maximum number of guests that can be accommodated outdoors on the Great Lawn at Clayton?**

*250 people is the maximum amount that we can accommodate for an outdoor event.*

## **Is the Frick accessible?**

*Yes, all grounds, museums and restrooms are accessible with the exception of the second floor of Clayton and the public restrooms in the lower level of the Haller House administration building. We do, however, have an accessible restroom in this building at walkway level. All restrooms do provide a service area for infants.*

## **Do you have wheelchairs on site that our guests can use?**

*Yes, we do have wheelchairs on site. There is a wheelchair in each of our museums and at the Visitor Center. These may be used by our guests when they are on site. It is always appreciated if you let us know in advance if wheelchairs will be needed by your guests; we will have them outside and ready upon arrival.*

## **Is there an area for the bride to get dressed prior to the wedding ceremony?**

*We do not have a specific area for this purpose; however, we will be happy to accommodate this request by allowing the bride and her bridesmaids to use the waiting room of the Visitor Center or the large ladies' restroom in The Frick Art Museum for this purpose. We must know in advance that you would like to do this.*

## **May I use a caterer or equipment vendor other than those listed?**

*No, we have exclusive contracts with these caterers and vendor in order to assure that you are afforded quality customer service and products.*

## **May we serve any other beverages inside The Frick Art Museum other than those provided on the list enclosed?**

*No, we have been given these specific beverage limitation and guidelines by our director of curatorial affairs. Much research has gone into defining those beverages that may be used and that do not have an adverse effect on our collection if they are spilled.*

## **Are guests permitted to take part in traditional wedding rituals like throwing rice at the bride and groom?**

*The Frick does not permit throwing birdseed or confetti, blowing bubbles, etc. at ceremonies or receptions. These types of materials cause damage to the grounds and could be hazardous to guests walking throughout the site.*

## **Is the use of candlelight permitted during ceremonies and receptions at the Frick?**

*The Frick does not permit candlelight or open flame inside any of our museums or buildings. Fireworks and any kind of sparklers are strictly prohibited due to the potential fire hazard to grounds, buildings, museums, and guests. Outdoor candle arrangements are permitted but must have fire retardant globes.*

## **What type of music is permitted at the Frick?**

*Any type of music is permitted at ceremonies, wedding receptions and private parties based on our amplified music guidelines. Since we are in a residential area we follow a good neighbor policy. Therefore, all music must slow down by 10:30 p.m. and all music must end at 11:00 p.m. sharp. There are no exceptions to this schedule.*

## **Does the Frick provide kitchen facilities for catering equipment and refrigeration?**

*The Frick does not provide any kitchen facilities, equipment or refrigeration for rental events. All equipment that is needed for rental events must be rented by the caterer or the client.*

## **Are large floral arrangements, trellises and chuppas permitted at the Frick?**

*Any kind of floral arrangements, trellises and chuppas are permitted at the Frick as long as they comply with the floral guidelines provided to each client and florist.*

*(continued on back)*

# FAQ (continued)

## **Does the Frick provide audio-visual equipment for use on site?**

*No, the Frick does not provide audio-visual equipment or support services for use at rental events either on the grounds or in The Frick Art Museum rotunda or auditorium. Rental event clients must contact a professional audio-visual company to provide this equipment and these services. Any costs and arrangements for such equipment and services are the responsibility of the client and must be approved by the Frick and our rental events manager.*

## **What is included in a rental contract at the Frick Art & Historical Center?**

**Rental Space** includes the grounds, the museums, The Frick Art Museum patio and the Car & Carriage Museum courtyard based on your individual event. Please refer to the site map that is enclosed in this packet.

**Rental Event Staff** One or two Frick staff members will be present at each event based on the number of guests. The purpose of this staff is to protect the Frick property and to be available in the event of an emergency on the site. We do not provide party planning or wedding planning services.

**Site Security** The Frick Art & Historical Center maintains a security staff 24 hours a day, 7 days a week. Additional security will be added at no charge based on the number of guests at each event.

**Restrooms** are available in The Frick Art Museum, the Car & Carriage Museum and in the Haller House Administration Building (including a handicap accessible restroom). Restrooms are available on the evening of your event based on the location of your event.

**Private Parking Lot** Our secured lot includes 75 spaces plus five handicap accessible spaces for your guests.

**Water and Electricity** No additional charges will apply for use of these services.

**Additional Electrical Unit** Use of this unit is provided at no additional charge for outdoor events on the Great Lawn at Clayton, The Frick Art Museum patio or the Car and Carriage Museum courtyard.

## **What are the rental client's responsibilities?**

### **Clients must provide and are responsible for the following:**

**Tenting For All Outdoor Events** except for outdoor ceremonies. When clients choose to have their wedding ceremony outside on the Frick grounds, they must also rent The Frick Art Museum in case of inclement weather.

**All Catering Services** including wait staff. We provide a list of four exclusive caterers.

**All Equipment Supplies** including tables, chairs, glassware, and linens. Party Savvy is our equipment supplier, and all supplies must be rented through it.

**Outside Vendor Purchases and Services** including flowers, photography, musicians, bakery, etc.

**Wedding/Event Planner** You must designate a "go to" person in your party for the day of your event. This person may be a hired professional, family member, friend, yourself, or anyone who you designate as knowing all the details of your event.

**Frick Membership Requirement** Rental privileges are only available to Frick members at the Fellow Level (\$100) of support and above. If you are not a current member at the \$100 Fellow level, we ask that you become one. If you are a Frick member below the Fellow Level, you must upgrade your membership.

CONTACT: BETH BELL, RENTAL EVENTS COORDINATOR

PHONE: 412-371-0600, EXT. 658 E-MAIL: BBELL@THEFRICKPITTSBURGH.ORG

