



HISTORY. INNOVATION. INSPIRATION.



AN EVENT VENUE UNLIKE ANY OTHER.

Surrounded by more than a century of automotive history, the R.E. Olds Transportation Museum offers an unforgettable setting for celebrations, corporate gatherings, receptions and special events.



HISTORIC SETTING

A one-of-a-kind backdrop steeped in automotive heritage.



FLEXIBLE SPACE

Customizable layouts for intimate gatherings to grand celebrations.



UP TO 299 GUESTS

Seated events recommended for up to 100 guests.

CREATE MEMORIES THAT DRIVE LASTING IMPRESSIONS.





YOUR EVENT. YOUR WAY.

From corporate gatherings and team events to receptions, celebrations and private functions, the R.E. Olds Transportation Museum offers a flexible setting surrounded by more than a century of automotive history.



SPACE TO CELEBRATE

299

Total building capacity

Up to 100

Guests for seated events



INCLUDED WITH YOUR HIRE

- 100 Folding Chairs
- 12 Round Tables
- 6 High-top Tables + 10 Stools
- Assorted Rectangular Tables
- AV / Sound System with Two Microphones



MAKE IT YOURS



Outside catering welcome
No on-site food preparation space



Wooden bar available – \$85



Flexible layouts to suit
your vision



Additional floor space can be
created where required

LET'S PLAN SOMETHING MEMORABLE.

*Contact the museum for availability
and a personalized quote.*



FLEXIBLE SPACE. STRAIGHTFORWARD PRICING.

Choose the space that suits your guest list,
with four-hour venue hire and flexible options for additional time.



UP TO 99 GUESTS

\$750 / 4 HOURS

+\$125

PER ADDITIONAL HOUR



100 – 155 GUESTS

\$1,100 / 4 HOURS

+\$150

PER ADDITIONAL HOUR



156 – 200 GUESTS

\$1,650 / 4 HOURS

+\$175

PER ADDITIONAL HOUR



201 – 299 GUESTS

\$2,200 / 4 HOURS

+\$200

PER ADDITIONAL HOUR



NEED MORE TIME?

Additional hours are available,
with rates based on your event size.

LET'S PLAN SOMETHING MEMORABLE.

*Contact the museum for availability
and a personalized quote.*



MEET SOMEWHERE MEMORABLE.

THE R.E. OLDS MUSEUM BOARDROOM

Rich with character and surrounded by automotive history, the museum's private boardroom offers a distinctive setting for meetings, presentations and small-group gatherings.



UP TO 25
at the boardroom table
Additional seating
around the perimeter



82" SMART TV



WI-FI



**FOOD & DRINK
WELCOME**
Outside catering
welcome

\$200

/ 3 HOURS

+\$100

EACH ADDITIONAL HOUR

\$450

FULL-DAY MAXIMUM
9 A.M. - 5 P.M.

LET'S PLAN SOMETHING MEMORABLE.

Contact the museum for availability and a personalized quote.

CELEBRATE SOMETHING EXTRAORDINARY.

*Milestones deserve a setting
as memorable as the moment.*



From wedding celebrations and milestone birthdays to anniversaries, reunions and special gatherings, the R.E. Olds Transportation Museum offers a setting filled with history, character and unmistakable personality.



A BACKDROP WITH CHARACTER

Celebrate surrounded by more than a century of automotive history.



MAKE THE SPACE YOURS

Create a setting that reflects your occasion, your guests and your style.



MEMORIES WORTH CAPTURING

A one-of-a-kind museum setting creates photographs—and moments—unlike anywhere else.

— YOUR OCCASION. YOUR WAY. —

*Talk to the museum team about creating
a celebration to remember.*



THE NUTS & BOLTS

Everything you need to know for your event.



WOODEN BAR SETUP AVAILABLE FOR \$85 (see details below)



BAR & ALCOHOL

- A wooden bar setup is available for \$85 if alcohol is being served; this is included in the final rental price we provide.
- Alternatively, you may request a 6 ft table for drinks instead of the wooden bar.
- ALL alcohol must be served by licensed and insured bartenders.



CATERING

- You may use any catering company. Two 8' rectangular tables are the standard setup for catering, but you may request additional long tables for catering or other purposes.
- We do not provide linens.
- Please note that we do not have an ideal space to prepare food on-site.



INSURANCE

- All rentals are required to carry standard General Liability Insurance coverage with a minimum of \$100,000 per occurrence. R.E. Olds Transportation Museum must be added as an Additional Insured under the General Liability policy, and a copy of the Proof of Liability Insurance must be provided to the museum at least 14 days before the event.



SETUP & INCLUDED ITEMS

- Furniture and setup are included in the rental fee.
- Available from the Museum, included in rental price:
 - 100 Folding Chairs
 - 12 – 60in Round Tables (each seats up to 8)
 - 6 – 36in Round High-top Tables (42 inches tall) w/ 10 Stools
 - 6 – 30in x 96in Rectangular Tables
 - 1 – 30in x 72in Rectangular Table
 - 1 – 27.5in x 60in Rectangular Table
 - AV System – 82" TV and/or sound system with two microphones



VEHICLES & SPACE

- Vehicles may be removed from the museum floor to provide additional event space.



YOUR FINAL QUOTE

- Our starting rental price for groups under 100 is \$750 for four hours (see pricing on Page 3). Quotes are decided based on the number of attendees, if the event requires the museum to close to the public before 5 pm, or if more than four hours are needed.
- The rental fee will increase on a case-by-case basis if the event requires the REOTM to close to the public (i.e. before 5pm or for the whole day).
- For a final quote, please reach out with your event details and allow time for us to consult with the Executive Director.



NEED HELP PLANNING YOUR EVENT?

Talk to the museum staff. We're here to help make it effortless.



BOOKING YOUR EVENT

Booking details, payment information, and boardroom rentals.



CONFIRMING YOUR DATE

- At the time of confirming a date with the museum, we will provide a rental contract to sign.
- At that time, 10% of the total fee is due as a non-refundable deposit, along with 50% of the remaining rental fee.
- Should there be documented damages to the facility or collections that occur from the event, the R.E. Olds Transportation Museum will bill the organization renting for repairs.



FINAL PAYMENT

- The final 40% of the rental fee will be due 14 days before the event.
- A 3% fee will be incurred if deposits are paid with a credit card.



ADDITIONAL NOTES

- The rental fee may increase on a case-by-case basis if the museum must close to the public before 5pm or for the whole day.
- Furniture and setup are included in the rental fee.
- See Page: 3 for our pricing guide.

THE REOTM BOARDROOM

A Private Space for Your Meeting or Event



PARKING & UNLOADING – Please park behind the museum in our gravel parking lot. At the end of the street is an open gate—continue through to park behind the building. If you have items to load/unload, it's fine to park right in front to do so before moving the vehicle.



EQUIPMENT & SEATING – WiFi and an 82" Smart TV. The boardroom table can seat 25 people at most, with additional seating around the perimeter of the room.



CATERING – Food and drink is allowed in the boardroom. We do not restrict catering companies, but please note we don't have space for catering to prepare food on-site, nor do we have fridge space to store personal lunch boxes.



MUSEUM STAFF – There will be museum staff on-site 30 minutes before your scheduled start time to make sure the building is unlocked and the rental organizer(s) can set up and prepare. If you need more time than this, please let us know as it may affect your quote.



PAYMENT – Payment is required in full at the time of confirming a date with the REOTM. Our pricing is \$200/3 hrs + \$100/hr after that. This caps at \$450/day [9am to 5pm]. We can accept the fee by check or we can send an invoice; note that a 3% fee will be applied to card payments.

Contact our Asst. Director

☎ (517) 372-0529

✉ autos@reoldsmuseum.org

📍 240 Museum Drive, Lansing, MI 48933



We look forward to helping you create an unforgettable event surrounded by history, craftsmanship, and the legacy of R.E. Olds.

HISTORY • HERITAGE • HOSPITALITY