



Rentals at Matthaei Botanical Gardens

Matthaei Botanical Gardens has several spaces available for rent to private groups and University Departments. Our unique setting, in beautiful surroundings makes us an ideal place to hold a meeting or reception. There is ample free parking available and none of the hassles of trying to get to a meeting on central campus!

Auditorium

The Auditorium is our largest room, taking up to 100 people, depending on layout. Overlooking the gardens and trees beyond, the forty foot long floor to ceiling window provides ample natural daylight and makes this our most popular meeting room.

Small meeting room

Room 139 is a small meeting room with capacity for 18 people seated in a square boardroom style. The room has two blackboards, natural daylight and projector.

Classroom

Room 125 is a converted classroom next to our working greenhouses. It can hold up to 40 people and contains basic tables and chairs. The room has a blackboard, natural daylight and projector screen.

Conservatory

Our Conservatory contains a rich collection of plants from around the world and is a lush warm environment year round! The Conservatory is available for rent after 4:30pm, as it is open to the public every day. Floodlighting is available for an evening reception.

Catering

The majority of caterers in the area have catered an event at Matthaei at one time or another. You are welcome to visit the site with your caterer in order to plan set up, tear down and clean up. As part of the University, you are able to use the university Caterers should you so wish (www.umich.edu/~catering).

What's included?

Tables and chairs and basic audiovisual equipment is included in the rental cost. A host from the Gardens will be available throughout the period of your rental. All rooms have access to a small kitchenette with microwave, sink and refrigerator. Large capacity coffee makers are available for your use.



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Further information

We will be delighted to discuss any questions you may have or to show you our meeting rooms and beautiful gardens. You are free to come and look around anytime, the outdoor gardens are open from 8 am until sunset and the conservatory is open from 10 am until 4:30 pm everyday, including weekends. To view meeting rooms, please call ahead to ensure they are available.

Summary

<i>Space</i>	<i>Maximum capacity</i>	<i>Set up styles</i>	<i>University of Michigan Depts. Rental Fee*</i>	<i>Suggested uses</i>
<i>Auditorium</i>	<i>150 standing 100 seated</i>	<i>100 lecture style 64 seated at tables facing speaker</i>	<i>Call for pricing information</i>	<ul style="list-style-type: none"> ▪ <i>Standing receptions</i> ▪ <i>Meetings</i> ▪ <i>Retreats</i> ▪ <i>Workshops</i> ▪ <i>Lecture dinners</i> ▪ <i>Buffet dinners</i>
<i>Small meeting room (139)</i>	<i>18 seated</i>	<i>Square board room style</i>	<i>Call for pricing information</i>	<ul style="list-style-type: none"> ▪ <i>Board meetings</i> ▪ <i>Small workshops</i> ▪ <i>Small meetings</i>
<i>Classroom (125)</i>	<i>40 seated</i>	<i>Classroom style</i>	<i>Call for pricing information</i>	<ul style="list-style-type: none"> ▪ <i>Workshops</i> ▪ <i>Teaching classes</i>
<i>Conservatory</i>	<i>100 standing</i>	<i>Informal, using the space available on pathways</i>	<i>Call for pricing information available from 4:30pm only,</i>	<ul style="list-style-type: none"> ▪ <i>Standing receptions</i> ▪ <i>Mingling social events</i>

*Discounted prices are offered to UM departments. In order to qualify for this price, departments must supply chartfields for billing through the University Finance System. Please call for more information.