

Mechanics' Hall

ARTS DISTRICT - PORTLAND, MAINE



THE MAKERS

Mechanics' Hall is home to the Maine Charitable Mechanic Association, established in 1815 as an educational and social organization that supported and celebrated the skilled tradespeople of Portland. Its original members were master craftsmen, makers and entrepreneurs, the “mechanics” of their time.

The Hall was designed by noted Portland architect Thomas Sparrow and completed by its members in 1859. With its distinct granite facade and hipped roof, the building is deeply connected to Portland's past. While still serving as a hub of creativity and education for its members, Mechanics' Hall was used by the troops during the Civil War and for municipal services after the Great Fire of 1866.

Because of MCMA's historic past and a desire to enrich the greater community, its members have decided to once again open the Hall for private events. They hope that sharing their beloved Hall will enable them to preserve the organization and its mission well into the future.





Mechanics' Hall is the perfect backdrop for celebratory events. Thank you for considering it as the venue for one of the most special days of your life. We would be honored to help make that memory last a lifetime while contributing to our hall's rich history.

We are located in the Arts District of downtown Portland, Maine. Portland's vibrant working waterfront and world-famous culinary scene attract couples looking for a chic, urban, and charming location to host their nuptials. Our historic venue is the ideal cornerstone to a lavish wedding weekend or grand one-day affair.

The building is tucked in the heart of a bustling city. Inside, are three dramatic and unique event spaces. We invite you to tour the Library, Art Gallery, and Ballroom at Mechanics' Hall to start planning your dream wedding today.

THE LIBRARY

The Library at Mechanics' Hall is the eighth-oldest of its kind in the country. As the organization grows, it will continue to play an integral role in its mission while providing a distinctive and memorable event space in Portland.

Our library's shelves are filled with rare and unique books dedicated to makers, art, and adventure. Imagine your guests mingling and browsing amongst them as they enjoy champagne and hor d'oeuvres in a cozy, history-filled room. Antique bookshelves serve as cocktail tables while century-old literature compliments the decor.

This one-of-kind space is the perfect spot to host your on-site ceremony, cocktail hour, or intimate reception.

Room capacity 100 people



Photo: by Guimond Photography



THE ART GALLERY

The Art Gallery at Mechanics' Hall serves as a blank canvas for your special event. Subtle yet impactful, the gallery's hardwood floors and stamped-tin ceiling complement various styles and configurations.

Originally used by the Mechanics as a classroom for mechanical drafting instruction, today this versatile space is used by members as well as local artists for classes, exhibits, lectures and performances.

Cocktails and conversation among original artwork, historic banners or antique blueprints, are a nice addition to a small ceremony surrounded by family and friends.

The Art Gallery is the perfect backdrop for smaller ceremonies, pre-dinner mingling, or a intimate dinner gathering.

Room capacity 50 people





THE BALLROOM

The Ballroom at Mechanics' Hall is Portland's true hidden gem. The bright and airy space has always played an integral part in hall social life. Since the mid 1800s, it has played host to lavish balls, dance and art instruction, musical performances, and celebrations of every kind.

Its architectural features include twenty-foot ceilings, large windows, hardwood floors and a musician's balcony. Three large paintings by Melvin Ballou Gilbert and Stacy Tolman that were donated to the hall in 1890 by John Calvin Stevens add a unique richness to the timeless grandeur that awaits your event!

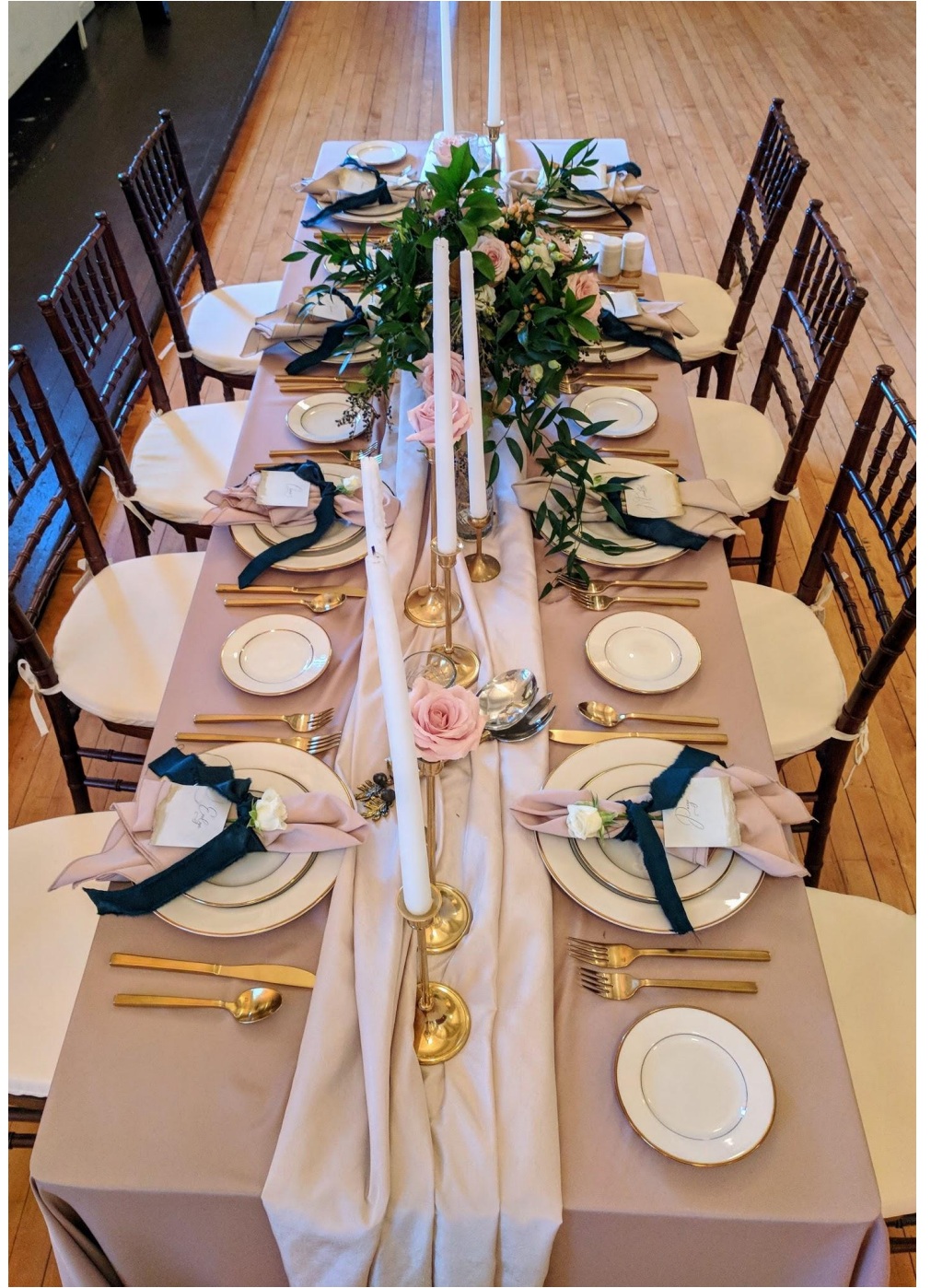
Dance the night away with your guests in this classic Italianate ballroom, perched three stories above Portland's Congress Street.

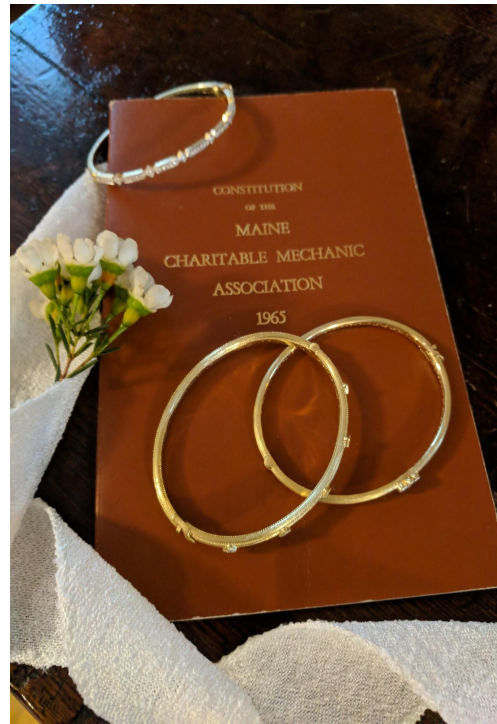
The Ballroom at Mechanics' Hall is an elegant backdrop for larger ceremonies, receptions and grand affairs. Its majesty will undoubtedly enrich your special day.

Room capacity 178 people









INVESTMENT:

The Library	\$1500
The Art Gallery	\$500
The Ballroom	\$5000
Building Buyout	\$6750



GUIDELINES AND POLICIES

HANDICAP ACCESSIBILITY-- Mechanics' Hall (MH) is an historic building constructed in 1859. There is a NON-ADA elevator and four bathrooms, one of which is ADA compliant. A handicap- accessible ramp is available for the front entry.

RENTAL SPACES -- For events using the Ballroom-this space is yours for the day. This access allows for setup and deliveries. This space must be cleaned and returned to its original condition following the event.

For events using the Library and/or the Art Gallery as their primary event space--these spaces are available 2 hours prior for setup and deliveries. These spaces must be cleaned and returned to their original condition following the event.

Access to the building is limited to the event spaces outlined in your contract. There is no access above the third floor without permission. If you would like to access the balcony in the Ballroom a staff member from MH will oblige.

BUYOUT OF THE BUILDING-- We understand that a wedding is a very important event that deserves attention, care, and exclusivity, and that is why we offer an option to buyout the building. The use of our three unique event spaces to host a ceremony, cocktail hour, and reception is the ideal way to create a memorable event and will allow you the flexibility to flow from room to room. In a buyout scenario, the Ballroom, Library, and Art Gallery are yours for the day. This access allows for setup and deliveries. These spaces must be cleaned and returned to their original condition following the event. The building is available until midnight, the day of your event, unless MH agrees to an alternative time.

DELIVERIES-- MH must be notified of all deliveries and pickups. Deliveries may be scheduled for the day of the event, or prior with permission, and pickups must be scheduled for the Monday following your event unless otherwise agreed to by the staff at MH. MH would be happy to receive orders on your behalf from an outside rental company; however, if you would like to have your items "checked in" please have someone from your event here to receive the inventory.

HALL STAFF-- MH provides 1-2 staff members, depending on the size of your event, with the rental of our event spaces. These staff members will be onsite the day of the event to ensure the building and its components are working properly.

TABLES & CHAIRS-- MH provides (10) 72" round tables, (8) 60" rounds, (4) 8' rectangular, (8) 6' rectangular, assorted other tables, and 160 black banquet chairs. The Ballroom also has a sound system with microphone, and free Wi Fi

RENTALS-- MH also has a baby grand piano with musician available for \$500 and an upright piano for \$50.00.

THE LIBRARY--Our historic Library contains property that is irreplaceable. Guests are not allowed to touch items that are on display without permission. These items include but are not limited to the antique globe and light that sit in the raised area of the Library. The President's Desk is not a place for food and beverages. This space's capacity is 100 people.

THE ART GALLERY--The Art Gallery at MH is utilized by members and local artists as an art gallery space. MH does not guarantee that the walls of the Art Gallery will include original art nor can they predict style or genre. This space's capacity is 50 people. (Depending on the size and setup of your group, the Art Gallery may be used as alternative catering space. Please speak with the staff at MH to determine when this option should be utilized.)

THE BALLROOM-- The Ballroom is restored to its original grandeur. With 20 foot tall ceilings, period details and a hardwood floor , it is a magnificent and unique historic venue for your wedding.. This space's capacity is 178 people. The Ballroom can accommodate 160 people for a seated meal and a dance floor. The ballroom has an adjacent caterer prep kitchen for staging, food finishing, and cleaning.

THE BOARDROOM-- This space is generally not included in a buyout of the building, However, the space can be used as a hospitality room or preparation space for the wedding party if needed. This space's capacity is 10 people.

INSURANCE-- MH requires all events to provide liability insurance. Insurance is available from a professional caterer, through a homeowners policy, or through www.eventhelper.com for \$175.00.

FOOD & CATERING-- MH has a caterer prep kitchen available for use. MH allows private events to bring in their own food or to use a professional caterer. We have included a list of preferred caterers; however, these companies are just suggestions. When booking your caterer please extend these guidelines and expectations for use of the space--it is the caterer's responsibility to clean and return the space to its original condition. The client or caterer must remove all food and/or beverages, including the wedding cake.

DISPOSAL & CLEANUP--There are two unmarked 96-gallon totes in the rear alley for trash disposal. In the event that you do not use a professional caterer it is your responsibility to make sure that waste from this event is disposed of and/or recycled.

ALCOHOL--If alcoholic beverages are served, it is your responsibility to utilize a caterer or bar service company that is licensed for alcohol sales. Before alcohol may be served the caterer/bar service company must provide a certificate of liability insurance with Mechanics' Hall listed as a named insured party and a copy of their State Liquor License.

IF ALCOHOL IS PROVIDED AT NO CHARGE, IT MUST BE SERVED BY SOMEONE ABLE TO PRESENT A TIPS CERTIFICATION AND BE RESPONSIBLE FOR MONITORING THE DISPENSING OF BEVERAGES TO ENSURE THAT THE PERSON RECEIVING THE ALCOHOL IS OF PROPER AGE, ACTS RESPONSIBLY, AND IS NOT OVERSERVED. MH ACCEPTS NO LIABILITY OR RESPONSIBILITY FOR ALCOHOL SERVED AT YOUR EVENT.

SETUP AND CLEANING--MH will set up and clean the event spaces as part of the rental cost.

DECORATION--MH prohibits any open flame or attaching anything to the walls with nails or similar devices. No storage is allowed unless agreed upon in advance. In the event MH allows something to be stored, the client assumes all responsibility for the security of their possessions. MH has NO responsibility for the security or loss of these items.

MUSIC--It is the client's responsibility to pay any ASCAP/BMI fee. The client shall indemnify MCMA harmless from any ASCAP/BMI liability.

PARKING-- MH provides 3 parking spaces on Casco Street on the day of the wedding. MH is located on Congress Street across from Maine College of Art. This part of Portland offers on-street parking and parking garages, all within walking distance. MH has an arrangement with the Arts District parking garage who will rent a limited number of parking spots in the garage located only 180 paces from our front door. If you would like valet parking for your event, please consider Unified Parking Partners or Maine Limo. The latter provides private shuttle service to and from a desired location such as a local hotel accommodating a room block for your guests.

PAYMENT & BOOKING--Mechanics' Hall requires a 50% deposit and a signed contract to secure the date and space. The remaining balance is due 30 days from the date of a signed contract. All deposits are non-refundable, but if you need to reschedule your event, MH will work with you to accommodate you.



Photos: by Guimond Photography



MECHANICS' HALL
519 CONGRESS STREET
PORTLAND, ME 04101

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www.mainemechanicshall.org

FMI: Contact Thomas Blackburn
Superintendent of Hall
teb@mainemechanics.org
207.232.8134



207Weddings.com

CATERERS + BAR SERVICE

- Churchill Events & Catering 207-878-2277
- Fire & Company 207-299-6995
- Cumberland Club Catering 207-773-6402
- Dandelion Catering 207-847-0023
- Maria's Restaurant 207-772-9232
- Bliss Catering 207-318-9060
- The Bar Association 207-650-0481
- Blue Elephant 207-281-3070

PHOTOGRAPHERS

- Focus Photography 207-772-4274
- 207 Weddings Photography + Film 207-808-2151
- Kim Chapman Photography 207-939-6542
- Greta Taylor Photography 207-294-2993
- Guimond Photography 207-650-6560
- Cait Bourgault Photography 207-546-6300

Entertainment

- Allen Price 215-510-2501
- Kevin Attra 207-329-9870
- Bob Charest Band 207-797-3848
- The Jim Ciampi Band 207-899-3339
- The Carmine Terracciano Band 207-409-5740
- Dionne Entertainment 800-757-7281
- The Music Man DJ Service 207-423-4859

BEAUTY SERVICES

- Kate Nicholson - the Art of Beautiful Hair 207-899-8581

CAKES

- Cakes for All Season 207-200-6312
- A Cake Storey 207-615-1380
- Flour Girl 828-337-2863

OFFICIANTS

- Claire Winston Wade 207-671-7237

EVENT LIGHTING & DESIGN

- Illuminated Fx. Inc. 207-281-2868
- After Hours Productions 207-370-5340

FLORISTS

- Fiddlehead Flowers 207-767-5595
- Jennifer Neal Florals 207-280-3967
- Emily Carter Floral Design 207-865-4021
- Broad Turn Farm 207-510-4822
- Bad Rabbit Flowers 207-614-6174

INVITATIONS AND CALLIGRAPHY SERVICES

- Lauren Rachel: Custom Stationery 802-309-0571

JEWELERS

- D. cole Jewelers 207-772-5119
- Maria Wolff Jewelry maria@mwolfjewelry.com

LIMOUSINE SERVICES & VALET PARKING

- Maine Limousine Service 800-646-0068
- Unified Parking 207-751-1679

EVENT DESIGN +PLANNING

- Danielle Williams 207-209-2094 (Design)
- Kristina Slocum, Purple Orchid Planning 207-615-4674
- Fern & Flair 207-808-9328

RENTALS

- Savvy Rentals 207-283-8009
- A Family Affair 207-650-4045
- A + Party Rentals 888-611-2999
- One Stop Event Rentals 207-767-5966

FORMAL WEAR

- Blush Bridal & Formal 207-772-1699
- Andrea's Bridal 207-772-5313
- Tuxedos on Broadway 207-772-8522

HOTELS / ROOM BLOCKS

- The Westin 207-775-5411
- The Portland Regency Hotel 207-774-4200



207Weddings.com

www.mainemechanicshall.org

Where the city & the arts come to celebrate!