

Plan to hold your special event or meeting at this gracious former estate. Beauty and tranquility abound amid 5.8 acres of landscaped gardens. The main house provides a perfect setting for your important fundraiser, meetings or off-site gatherings. Views of the grounds are spectacular in every season.

Please call (973) 744-4752 to book your next nonprofit rental at Van Vleck House & Gardens!



21 Van Vleck Street
Montclair, New Jersey 07042

Phone: (973) 744-4752
Fax: (973) 746-1082
E-mail: info@vanvleck.org
www.vanvleck.org

Van Vleck House & Gardens

Rental Guide



21 Van Vleck Street
Montclair, New Jersey 07042
973-744-4752

*A special place
for your meeting
or event!*



The Van Vleck House is available for rental for non-profit organizations only.

The Main House, which accommodates 200 people standing, 73 seated, is open for viewing during office hours, 9:00 am to 3:00 pm, Monday through Friday. The grounds are open seven days a week during daylight hours.

Reservations, a set fee and contract are required, along with a refundable security deposit.

Please call (973) 744-4752 to book your next nonprofit rental at beautiful Van Vleck House & Gardens.

RENTAL FEES

(DEPENDENT ON DAY, EVENING OR WEEKEND RENTAL)

1–50 people \$275–\$350

51–100 people \$300–\$550

101–150 people \$400–\$700

151–200 people \$500–\$800

Caretaker Fee \$25 per hour
(Required for evening and weekend rentals)

Security Deposit \$500

Rental Guidelines

- 1). If you are planning to serve alcoholic beverages, you must obtain a one day Alcoholic Beverage Permit from The Township of Montclair.
- 2). One-half of the rental fee is due with the signed contract to guarantee your reservation. The remainder of the fee along with a refundable security deposit is due two weeks prior to the event. The security deposit, less any damage, will be refunded within one week after the event.
- 3). Groups must do their own set up of chairs, moving of furniture, etc. Set-up and take down time is limited to the date of the rental. To obtain refund of deposit, all items moved must be placed back as found. A caretaker is required for night and weekend rentals.
- 4). Two restrooms are available on the first floor, one of which is handicap accessible.
- 5). Van Vleck House & Gardens parking lot has 20 spaces. Additional street parking is available on Van Vleck Street. Please do not park in the reserved spaces during weekday rentals. These spaces are for the tenants from 9 am to 5 pm.

*Van Vleck
House & Gardens*

21 Van Vleck Street
Montclair, New Jersey 07042
Phone: (973) 744-4752
Fax: (973) 746-1082
E-mail: info@vanvleck.org
www.vanvleck.org