**2018 Rental Rates**

**Cylburn Arboretum & Rawlings Conservatory**

**Garden Wedding Packages**

Garden Ceremony + Cylburn Mansion Reception (not tented) 50-75ppl
8hr (or less) rental Friday $2275 Saturday and Sunday $3500

Garden Ceremony + Cylburn Mansion + Garden Reception (tented) 50-200ppl
8hr (or less) rental Friday $3775 Saturday and Sunday $5000

Garden Ceremony + Rawlings Conservatory Reception (not tented) 20-120ppl
8hr (or less) rental Friday $2600 Saturday and Sunday $3500

Garden Ceremony + Rawlings Conservatory + Garden Reception (tented) 120-200ppl
8hr (or less) rental Friday $3600 Saturday and Sunday $4500

Garden Ceremony + Vollmer Center Reception 100-200ppl
8hr (or less) rental Friday $3100 Saturday and Sunday $4500

Elopement Package 10-75ppl
1hr rental, no food or refreshments permitted Thursday-Sunday $500.00

**A-La-Carte Rental Rates**

**Vollmer Visitor Center** - Capacity of up to 200 seated (dining and lecture style) and up to 250 cocktail style
Auditorium space, complimentary tables and chairs, handicapped accessible, upstairs and downstairs restrooms, catering warming kitchen, audio and visual equipment available for rental upon request

Tuesday – Friday between 8am-4pm $250.00 per hour (3 hour minimum rental)

Conference Package (weekdays only) $1600.00 (8 hour rental 8am-4pm)
 Audio visual equipment rental included

Tuesday – Thursday between 4pm-10pm $1000.00
 each additional hour after 10pm $250.00 per hour

Friday between 4pm-12am $2100.00 (8 hour or less rental)
 each additional hour after 12am $300.00 per hour

Saturday and Sunday 8am-12am $3500.00 (8 hour or less rental)
 each additional hour after 12am $450.00 per hour

**Rawlings Conservatory** - Capacity of up to 120 people seated (dining style) between the North and South Pavilions (60 people seated in each pavilion) and up to 150 people cocktail style, limited number of complimentary tables and chairs, handicapped accessible, restrooms, catering warming kitchen

Wednesday – Thursday 4pm-10pm $1000.00 (6 hour or less rental)
 each additional hour after 10pm $300.00

Friday between 4pm-12am $1600.00 (8 hour or less rental)
 each additional hour after 12am $300.00

Saturday and Sunday 4pm-12am $3000.00 (8hour or less rental)
 each additional hour after 12am $450.00

**Rawlings Conservatory South Pavilion –** Capacity of up to 50 people seated and up to 75 people cocktail style

Wednesday – Friday 8am-4pm $125.00 per hour (3 hour minimum rental)
 with kitchen rental (optional for catering usage) $200.00 per hour

Saturday and Sunday 8am-4pm $250.00 per hour (3 hour minimum rental)
 with kitchen rental (optional for catering usage) $300.00 per hour

**Cylburn Mansion** – Capacity of up to 75 seated (dining and lecture style) up to 125 cocktail style
Historic Victorian Mansion, complimentary tables and chairs, handicapped accessible, first floor restrooms, catering warming kitchen, four elegant historic rooms, central hallway, and covered wrap-around porch for use for private parties, audio visual equipment not provided, projector screen available for use upon request. Dancing is not allowed inside the mansion for historic preservation purposes.

Tuesday – Friday between 8am-4pm $125.00 per hour (3 hour minimum rental)

Tuesday – Thursday 4pm-10pm $875.00 per hour (6 hours or less rental)

Friday between 4pm-12am $1275.00 per hour (8 hour or less rental)
 each additional hour after 12am $200.00 per hour

Saturday and Sunday 8am-4pm $250.00 per hour (3 hour minimum rental)

Saturday and Sunday 4pm-12am $2500.00 per hour (8 hour or less rental)
 each additional hour after 12am $450.00 per hour

**Gardens –** Formal Garden, East Lawn, West Lawn, and other outdoor locations on Cylburn Arboretum property are available for use for private events. The Formal Garden and North Lawn locations on Rawlings Conservatory property are also available for use for private events. The gardens are rented “as is” and are not guaranteed in quality or bloom. Many gardens include statues, benches, plants, and floral displays, or other decoration—these items are not to be moved, removed, changed, or destroyed. The gardens are considered a venue rental and follow the same use and refund policies as an interior space.

Tuesday – Sunday 10am-12am $1000.00 (4 hour or less rental)

**Tenting –** Tents are allowed in some gardens with an additional fee. All outdoor dinners and receptions must be tented. Tents are not provided by the venue and may not remain on the property longer than three days. Installation of tents must be scheduled with event coordinator.

Tenting Fee for tents up to 60’x40’ $500.00
a double fees apply for larger and/or additional tents

**Greenhouse Classroom** – Classroom space with a capacity of up to 75 people
Casual space with complimentary tables and chairs, fully handicapped accessible, restrooms, and outdoor gravel patio. Audio visual equipment is not provided, projector screen (projector ***not*** included) and dry-erase whiteboard are available for use.

Tuesday – Friday 8am-4pm $100.00 per hour (3 hour minimum rental)

Tuesday – Friday 4pm-10pm $125.00 per hour (3 hour minimum rental)
 each additional hour after 10pm $200.00 per hour

Saturday and Sunday 8am-10pm $125.00 per hour (3 hour minimum rental)
 each additional hour after 10pm $200.00 per hour

**Additional Fees**

Security Deposit/Damage Waiver$1000.00

Additional Parking Attendant $100.00
 required if party is 150 people or more

Tenting Fee for tents up to 60’x40’ $500.00
additional fees apply for larger and/or additional tents

Audio Visual Equipment $150.00
 available only at Vollmer Center

Outdoor Ceremony Chair rental $300.00
 available only at Rawlings Conservatory
 set up and break down included
 must give accurate floorplan to event coordinator 30 days before event