



# Weddings

AT THE ARBORETUM



Minnesota Landscape  
**ARBORETUM**  
UNIVERSITY OF MINNESOTA



# CEREMONIES for 50 OR LESS

Weddings  
AT THE ARBORETUM



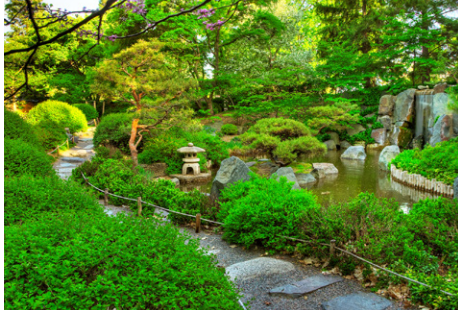
Venue Capacity



Member Cost



Non-Member Cost



## JAPANESE GARDEN



12



\$500



\$600

*The traditional elements of falling water and worn rock creates a tranquil and intimate setting for your wedding.*



## PRAIRIE GARDEN



20



\$300



\$400

*Tall grasses and prairie flora surround a natural wood pergola to convey a wild elegance in an intimate environment.*



## AZALEA WOODLAND AREA



25

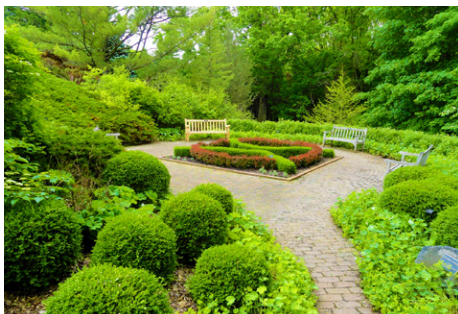


\$400



\$500

*The koi pond and waterfall provide a stunning backdrop for your vows in this standing room only space.*



## KNOT GARDEN



25



\$400



\$500

Not ADA accessible

*A Celtic Knot constructed of Korean boxwood, lavender cotton, and more is tucked away in this private space that is hidden below the Herb Garden.*



# CEREMONIES for 50 OR LESS

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Venue Capacity



Member Cost



Non-Member Cost



## WATERFALL AREA



25



\$400



\$500

*Rushing water, evergreen trees, and accessible pathways provide a private and natural setting at three different locations within our Waterfall Area.*



## CONSERVATORY



30



\$400



\$500

*Tropical and seasonal plants are prominently featured in our Conservatory, allowing for a warm and colorful environment year-round.*



## BEE & POLLINATOR CENTER OVERLOOK



40



\$400



\$500

*Nestled among pollinator-friendly flora and stone retaining walls, the Bee & Pollinator Center Overlook offers sweeping views of green grass valleys and tree-filled rolling hills.*



## TEA ROOM



40



\$800



\$900

*This charming space is encircled with windows and features a wood-burning fireplace and wooden beams with a walkout stone terrace.*



# CEREMONIES for 50 - 100

# Weddings

AT THE ARBORETUM



Venue Capacity



Member Cost



Non-Member Cost



## FIREPLACE ROOM



60

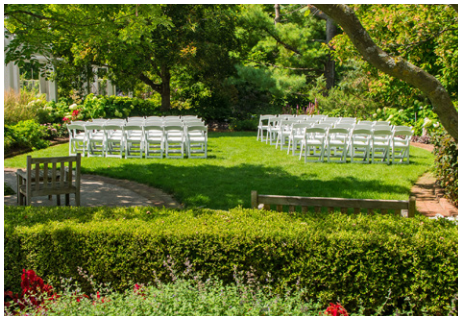


\$800



\$900

Reminiscent of a lodge in the Great North, a wood burning stone fireplace and vaulted ceilings allow for a cozy atmosphere. Floor to ceiling windows with bird's eye views of the surrounding gardens and grounds year-round provide a picturesque backdrop for your wedding day.



## HOME DEMONSTRATION GARDEN



60



\$800



\$900

A backyard patio and vegetable gardens in our Home Demonstration Garden provide a pleasant environment for your special day.



## NATURALISTIC GARDEN



60



\$800



\$900

A yard of grass with native and non-native perennials, shrubs and trees imparts a Zen-like feeling on couples in our Naturalistic Garden.



## WEEPING WILLOW COLLECTION



80



\$900



\$1,000

Two majestic willows combine to create a shaded private haven, providing a marvelous backdrop for your magical day.

# CEREMONIES for 50 - 100



Venue Capacity



Member Cost



Non-Member Cost

# Weddings

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## SCULPTURE GARDEN



100



\$1,300



\$1,400

At the highest point of the Arboretum, sweeping views and one-of-a-kind sculptures combine to create a unique setting for your ceremony.



## OAK & NUT COLLECTION



100



\$1,200



\$1,300

Not ADA accessible

Natural and pure, the cloistered Oak & Nut Collection location features different species of oak and nut trees and overlooks a view complete with a grass valley, rolling hills, and our iconic Red Barn.



## ORNAMENTAL GRASSES



100

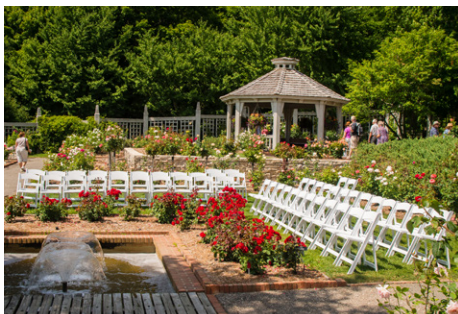


\$1,300



\$1,400

A classically designed trellis and a host of native grasses mix in this secluded collection to provide a private location for your vows.



## WILSON ROSE GARDEN



100



\$1,100



\$1,200

A diverse collection of colorful and vibrant hybrid roses surrounds a fountain pool and gazebo, creating an elegant scene within the trellised Wilson Rose Garden.





# CEREMONIES for 100+



Venue Capacity



Member Cost



Non-Member Cost

# Weddings

AT THE ARBORETUM



## MACMILLAN TERRACE GARDEN



150



\$1,000



\$1,100

A center lawn is encircled by stunning perennial flower beds, allowing for a standing room environment within our MacMillan Terrace Garden.



## PERENNIAL GARDEN



150



\$1,500



\$1,600

Our Perennial Garden features a traditional formal European design, with a romantic fountain, an ivy lined stone terrace, and visually pleasing perennials.



## SNYDER AUDITORIUM



170



\$2,000



\$2,200

This majestic space provides the ideal environment for ceremony or reception, whether your vision is classic, modern, or anything in between.



## GARDEN FOR WILDLIFE



180



\$2,000



\$2,100

Butterflies, birds, and other native species provide a visual and audio backdrop for your ceremony in our Garden for Wildlife.

# CEREMONIES for 100+

# Weddings

AT THE ARBORETUM



Venue Capacity



Member Cost



Non-Member Cost



## SENSORY GARDEN



200



\$1,800



\$1,900

Lush crabapple trees, an ivy covered trellis, hedges, and a flourishing pollinator garden creates a space for up to 200 guests while still feeling cozy and intimate for your ceremony.



## TREX DECK



250



\$1,600



\$1,700

Our Trex Deck provides a stunning setting full of tree varieties, the Green Heron Pond, and our Red Barn farm, perfect for those looking for a lavish natural environment.



## SHRUB ROSE GARDEN



300



\$2,300



\$2,400

Hardy shrub roses are arranged in a circular fashion around a bubbling pond to present a formal space resplendent in numerous pastel tones.

# CEREMONIES AT A GLANCE



Location	Guest Capacity	Member	Non-Member	Chairs Included	Electricity	Recommend Time of Year	Indoor or Outdoor	Shuttle
Japanese Garden	12	\$500	\$600	-	No	Mid May - Mid Oct.	Outdoor	No
Prairie Garden	20	\$300	\$400	-	Yes	May - October	Outdoor	No
Azalea Woodland Area	25	\$400	\$500	-	Yes	Mid May - Mid Oct.	Outdoor	No
Knot Garden	25	\$400	\$500	-	Yes	May - October	Outdoor	No
Waterfall Area	25	\$400	\$500	-	No	Mid May - Mid Oct.	Outdoor	No
Conservatory	30	\$400	\$500	-	Yes	Year Round	Indoor	No
Bee & Pollinator Center Overlook	40	\$400	\$500	-	No	May - October	Outdoor	No
Tea Room & Terrace	40	\$800	\$900	40	Yes	Year Round	Indoor	No
Fireplace Room	60	\$800	\$900	60	Yes	Year Round	Indoor	No
Home Demonstration Garden	60	\$800	\$900	60	Yes	May - October	Outdoor	No
Naturalistic Garden	60	\$800	\$900	60	Yes	May - October	Outdoor	No
Weeping Willow Collection	80	\$900	\$1,000	80	No	May - October	Outdoor	No
Sculpture Garden	100	\$1,300	\$1,400	100	Yes	May - October	Outdoor	Yes
Oak & Nut Collection	100	\$1,200	\$1,300	100	No	May - October	Outdoor	Yes
Ornamental Grasses	100	\$1,300	\$1,400	100	Yes	Mid May - Mid Oct.	Outdoor	Yes
Wilson Rose Garden	100	\$1,100	\$1,200	60	Yes	Mid June - Oct. 1st	Outdoor	No
MacMillan Terrace Garden	150	\$1,000	\$1,100	-	Yes	Year Round	Outdoor	No
Perennial Garden	150	\$1,500	\$1,600	150	Yes	Mid May - Mid Oct.	Outdoor	No
Snyder Auditorium	170	\$2,000	\$2,200	170	Yes	Year Round	Indoor	No
Garden for Wildlife	180	\$2,000	\$2,100	180	Yes	May - October	Outdoor	Yes
Sensory Garden	200	\$1,800	\$1,900	200	Yes	May - October	Outdoor	No
Trex Deck	250	\$1,600	\$1,700	100	Yes	May - October	Outdoor	No
Nelson Shrub Rose Garden	300	\$2,300	\$2,400	250	Yes	Mid June - Oct. 1st	Outdoor	Yes





# RECEPTIONS



Venue Capacity



Member Cost



Non-Member Cost

# Weddings

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## TEA ROOM & TERRACE



48



\$800



\$900

May to October



48



\$500



\$600

November to April

*This charming space is encircled with windows and features a wood-burning fireplace and massive wood beams inside. With a walkout stone terrace outside which overlooks tranquil wetlands and woodlands.*



## FIREPLACE ROOM & BALCONY



56



\$800



\$900

May to October



56



\$500



\$600

November to April

*Reminiscent of a lodge in the Great North, a wood burning stone fireplace and vaulted ceilings allow for a cozy atmosphere. Floor to ceiling windows with bird's eye views of the surrounding gardens and grounds year-round provide a picturesque backdrop for your wedding day.*



## SNYDER AUDITORIUM



110



\$2,000



\$2,200

May to October



110



\$1,200



\$1,400

November to April

*This majestic space provides the ideal environment for ceremony or reception, whether your vision is classic, modern, or anything in between.*

# RECEPTIONS



Venue Capacity



Member Cost



Non-Member Cost

# Weddings

AT THE ARBORETUM



## SNYDER BUILDING BUYOUT



268



\$3,200



\$3,400

May to October



268



\$2,000



\$2,200

November to April

The all-inclusive reception option. The Snyder Building Buyout allows for exclusive access to the Snyder Auditorium, Fireplace Room, Balcony, Tea Room, Conservatory, three private terraces, and more! Use each space to design a unique wedding guests will remember!



## MACMILLAN AUDITORIUM



256



\$2,500



\$2,700

May to October



256



\$1,500



\$1,700

November to April

Our largest reception space, the MacMillan Auditorium is a blank space containing vaulted ceilings, state of the art technology, and the outdoor Keating Terrace, perfect for creating whatever vision you have in store for your wedding.



## OSWALD VISITOR CENTER BUYOUT



256



\$4,500



\$4,700

May to October



256



\$2,700



\$2,900

November to April

The ultimate reception option, an Oswald Visitor Center Buyout allows for unique access to the MacMillan Auditorium, the Great Hall, and three outdoor terraces, giving your guests a private experience of the Arboretum.





# RECEPTIONS AT A GLANCE



Location Capacity	Guest	Member		Non-Member		AV	Dance Floor	Additional Space and Items Included	Hours Available	Set Up	F&B Minimum
		Member	Non-Member	Member	Non-Member						
		November - April									
		May - October		November - April							
Tea Room & Terrace	48	\$800	\$900	\$500	\$600	No	No	Tea Room Terrace	Any 6 hour block	4 hours before	NA
Fireplace Room & Balcony	56	\$800	\$900	\$500	\$600	No	No	Snyder Balcony	Any 6 hour block	4 hours before	NA
Snyder Auditorium	110	\$2,000	\$2,200	\$1,200	\$1,400	Yes	Yes	Snyder Foyer, Lobby, Front Terrace	5 PM - 11:30 PM	10:00 AM	\$5,000
Snyder Building Buy Out	268	\$3,200	\$3,400	\$2,000	\$2,200	Yes	Yes	Snyder Auditorium, Lobby, Foyer, Tea Room, Fireplace Room, Balcony, Changing Room, Front Patio, Morgan Terrace	5 PM - 11:30 PM	10:00 AM	\$5,000
MacMillan Auditorium & Reedy Gallery	256	\$2,500	\$2,700	\$1,500	\$1,700	Yes	Yes	Reedy Gallery & Keating Terrace	5 PM - 11:30 PM	10:00 AM	\$6,000
Oswald Visitor Center Buy Out	256	\$4,500	\$4,700	\$2,700	\$2,900	Yes	Yes	Reedy Gallery, Keating Terrace, Changing Room, Ceiling Décor, Dahlberg Terrace, Great Hall	6 PM - 11:30 PM	10:00 AM nonpublic spaces; 4 PM for public spaces	\$6,000

Changing Room	\$100
Ceiling Draping OR Café Lighting	\$1,200
McQuinn Great Hall	\$500
Dahlberg Welcoming Terrace	\$500
Snyder Balcony	\$400



# ARBORETUM POLICIES



## RENTAL FEES & DISCOUNTS

Rental fees are dependent on the day of the week and month reserved. If the client or parent/guardian of the client holds a Duo (\$100) Arboretum Membership at the time of booking, membership rates will apply. There is a 15% rental discount for weddings hosted on Fridays & Sundays and a 30% rental discount for weddings hosted Monday – Thursday. Discounts do not apply for UMN Holiday weekends.

A non-refundable deposit is due at the time of booking. The Arboretum will issue an invoice four months prior to the event date for the remaining balance. The invoice will confirm services, fees, and special charges (if any). The invoice must be signed and returned along with the final rental payment ninety days prior to the event.

## CANCELLATIONS

If the event is cancelled, the deposit is non-refundable. Any additional/final payments that are made within ninety days of the event are also non-refundable.

## INSURANCE

All events require day-of event insurance. Clients need to provide evidence of general liability insurance with limits of \$1,000,000 including bodily, personal, and property damage no later than thirty days prior to the event. The certificate/binder must list the Regents of the UMN as the certificate holder as illustrated below:

Regents of UMN  
3675 Arboretum Drive  
Chaska, MN 55318

Additional liquor insurance is not needed even if liquor is part of the event. Clients can obtain the certificate through: 1) UMN TULIP online Program, 2) Homeowner's Insurance, 3) Any other insurance company that will issue event insurance.

## TIME

**CEREMONY:** Sites are rented on the hour for one hour increments with an additional one hour before and one hour after reserved for set up and cleanup of personal items anytime from 8 AM to 6 PM. Ceremony location and start time must be decided at the time of booking.

**RECEPTION:** Please see table.

## SMOKING

Smoking is not permitted on Arboretum grounds. Violators will be told to stop smoking. If told a second time, violators will be asked to leave.

## INCLEMENT WEATHER

Refunds will not be made due to weather conditions. A covered back up ceremony site will be provided. Final weather call must be made two hours before the schedule start time of the ceremony. If there is severe weather forecasted, the Arboretum will move the ceremony indoors to ensure the safety of guests and staff.

## PARKING

All wedding guests receive FREE admission to the Arboretum for the entire day. When guests arrive, they should inform the gatehouse attendant that they are with your party and they will be waved through. Parking is permitted in designated areas only. Violators will be towed. Limousines and full coach buses are not allowed on Three-Mile Drive.

**RECEPTION:** Guests are welcome to leave vehicles overnight if client is arranging a shuttle service, the guest is carpooling, or taking a taxi home. Guests are welcome to get their vehicle the following day at 8 AM when the Arboretum grounds reopen.



# ARBORETUM POLICIES



## PHOTOGRAPHY

Clients having their ceremony and/or reception at the Arboretum will have photo permit fees waived for an engagement session and on the day of the wedding. Photography is welcome on the grounds and in the buildings. Photographers must stay on paths and paved areas to protect gardens and landscapes. Any damage to property will be charged to the rental account. Please be respectful of other groups taking photographs.

## CEREMONY REHEARSAL

A one hour rehearsal can be scheduled for the week of the wedding. Rehearsals can be arranged any day of the week. Available start times can be anytime between 8 AM to 6 PM. If the ceremony site is being used for another event for the desired rehearsal date and time, clients will be given the option to choose an alternative site. Rehearsals are scheduled on first come first served basis. Rehearsals will not be scheduled on the day-of the wedding. An Arboretum staff member will be present at the rehearsal to address any questions or concerns.

## MUSIC

**OUTDOOR CEREMONY:** Amplified sound is permitted on Arboretum grounds. The Arboretum does not provide outdoor sound equipment. We will provide a table, chair, and extension cord\*. Please be aware and respectful of sound volume.

*\*not all gardens have access to electricity. Please see table for more details.*

**INDOOR CEREMONY:** Ceremonies that take place in the Snyder or MacMillan Auditorium may utilize the sound system within the space (3.5 mm auxiliary (AUX) input and microphone). No sound equipment is provided in the Great Hall, Reedy Gallery, Fireplace Room or Tea Room.

**RECEPTION:** Clients are welcome to have a DJ or band. The Arboretum will provide tables, chairs, and extension cords upon request. Clients must provide their own sound

equipment for cocktail hour in Reedy Gallery and the Snyder Lobby. Last dance is at 11:25 PM and music must be shut off by 11:30 PM.

## AUDIO & VISUAL

The rental of the MacMillan and Snyder Auditorium includes an LCD projector and microphones. Clients must bring their own laptop if they wish to project photography, videos, etc.

## VENDOR

All vendor deliveries must take place within the contracted time. All strike down and vendors' clean up must be concluded by 12:30 AM.

## DÉCOR

The following items are not permitted on site: sparklers, rice, confetti, fireworks, balloons, glitter, artificial flower petals (outdoor ceremony) or anything else considered inappropriate by Arboretum staff. Soap bubbles, real flower petals, dove and butterfly releases are allowed. Ceiling draping and ceiling décor is only permitted in the MacMillan Auditorium and, if desired, is required to go through the Arboretum. Arboretum Catering & staff will not be responsible for setting up and taking down décor items.

**Candles:** open flame candles are allowed indoors only. Candles must have a one-inch glass sleeve above flame. Candles are not allowed in the gardens with the exception of a unity candle or traditional fire ceremony upon approval by an Arboretum staff member.

## PERSONAL PROPERTY

The Arboretum will not be held responsible for items left overnight or items which are lost or stolen from the event. Please have someone responsible for removal of wedding gifts and cards before dinner is served. All decorations and personal items must be removed and taken off property by 12:30 AM.

# ARBORETUM POLICIES



## CHANGING ROOM

Clients and guests must come fully dressed unless a changing room has been rented in advance. Changing rooms are a lockable space and are booked on a first come first served basis. All items must be removed by 6:00 PM unless other arrangements have been made. No outside food and beverage is allowed within the rooms. The Arboretum will provide two full-length mirrors, a fan, tables and chairs.

## SECURITY

On-site security will be provided on behalf of the Arboretum.

## CATERING

All catering is required to go through Arboretum Catering with the exception of a wedding cake and/or dessert item. Wedding cakes and other desserts must come from a licensed and insured bakery. Any Arboretum staff member is allowed to confiscate outside food or beverage that is brought into the buildings or to garden sites.

## PRIVACY

The Arboretum is a public facility and privacy cannot be guaranteed. Event signs will be placed at each ceremony and reception site. During wedding ceremonies, designated Arboretum staff members will close off the garden and venue entrances to the general public.

## PET POLICY

No pets are allowed on Arboretum grounds, except dogs assisting people with disabilities.

## OTHER AMENITIES

The Arboretum parking lots, garden paths and buildings are ADA accessible. A limited number of wheelchairs are available to use at no charge.

If guests or visitors are in need of a private nursing room or quiet space throughout the day, please let an Arboretum staff member know and arrangements will be made.

Open network WIFI is available for clients and their guests.

## EXPECTATIONS FROM ARBORETUM STAFF

We recommend multiple planning meetings with Arboretum Staff members to help ensure your wedding day runs smoothly. The Arboretum is dedicated to providing outstanding customer service to all clients. If at any time you wish to meet with an Arboretum Reservation Specialist or Catering Manager, please let us know! We are here to help in any way we can!



# IMPORTANT DATES AND MEETINGS



		RECEPTION	CEREMONY
6-8 months	Tasting (receptions for 100+ guests)	X	
6-8 months	Planning meeting to discuss timeline, layout & more	X	
3 months	Final rental fees are due	X	X
1 month	Insurance certificate is due	X	X
10 days	Final planning meeting to confirm timeline, layout, guest numbers 50% of catering deposit is due	X	
Week of	Rehearsal and/or final ceremony layout and guest count		X
Wedding Day	Remaining catering balance is due	X	

## END OF THE RECEPTION TIMELINE:

11:15 PM	Last call for alcohol	12:00 AM	All guest must be off property
11:25 PM	Last dance	12:30 AM	All personal items removed and vendors off property
11:30 PM	Music off, lights up		

## NOTES: