

## FAQS

### How much does a wedding or event rental cost at Waterfront Botanical Gardens?

#### WATERFRONT BOTANICAL GARDENS RENTAL RATES

Rental Type	Time / Day of Week	Rate
Wedding	2pm-12am (10hrs) ALL DAYS	*Peak Season: <b>\$6,000</b> Off Season: <b>\$4,500</b>
Non-Wedding Event	2pm-12am (10hrs) Friday, Saturday, Sunday	*Peak Season: <b>\$6,000</b> Off Season: <b>\$4,500</b>
Non-Wedding Event	4pm-12am (8hrs) Monday-Thursday	<b>\$2,000</b>
Non-Wedding Event Graeser - Big Room Only	8am-4pm (8hrs) Monday-Thursday	<b>\$1,250</b>
Non-Wedding Event Graeser - Big Room Only	8am-4pm (8hrs) Friday, Saturday, Sunday	*Peak Season: <b>\$4,000</b> Off Season: <b>\$1,500</b>
Non-Wedding Event Graeser - Conference Room Only	8am-4pm (8hrs) Monday-Thursday	<b>\$500</b>
Non-Wedding Event Graeser - Conference Room Only	Friday, Saturday, Sunday	<b>Not available</b>

\*Peak Season is April 1-October 31

#### Additional items:

Weekday, 8a- 4p hourly rate \$425/hr  
 Over 150 people +\$500 to accommodate additional staff  
 Security: \$40/hr after 5PM for every hour on premise  
 Leslie Botanical Classrooms \$1,000 (if available) added onto existing event only.  
 3% credit/debit processing fee  
 \$300/hr set up time outside of stated hours  
 \$400/hr past the scheduled event time  
 \$1,000 refundable damage deposit for evening/weekend events and weddings  
 50% refundable damage deposit for weekday events  
 20% discount for non-profit, 10% military discount  
 Dance floor required for dancing inside or outside  
 WBG staff does not flip the room **during** events  
 Building capacity 250; plaza capacity 350

Renters must coordinate with their caterers, entertainers, and other vendors to ensure that all event activities are completed during the allotted time or additional fees may be applied.

#### What caterers can I use?

Please visit our website for a full list of caterers: [waterfrontgardens.org/rental/](http://waterfrontgardens.org/rental/). Waterfront Botanical Gardens works with a list of approved caterers to ensure an exceptional dining experience. The caterers on our list provide offerings in a wide variety of price ranges and styles. *All alcohol must be handled and served by a licensed and insured liquor permit holder.*

#### What are your photography policies?

Waterfront Botanical Gardens serves as a lovely backdrop for photography. At this time, we ask all photography sessions happen during visiting hours and photographers and guests follow all garden rules. Absolutely no standing or posing in garden beds, flowers or against trees. There is no space to change clothes or prepare, so please come camera-ready.

#### What are the restrictions on the property?

For your safety, and to protect our plants, please stay on the designated paved pathways and patio areas. Please do not walk or step in mulched or planted garden beds. Please leave flowers and plants for everyone to enjoy, and do not collect or remove seeds, flowers, fruits, plant labels, etc. from the gardens. Do not wade, swim, or climb in fountains or on rocks. For their safety, please supervise children at all times. One adult should accompany every five children. Renters will be held liable for any damage to WBG property. WBG is not responsible for any lost, stolen, or missing items.

**Firearms.** Weapons and firearms are not permitted at the Waterfront Botanical Gardens. This includes the grounds, buildings, parking lots, and other facilities of the property.

**Smoking.** WBG is a tobacco-free environment. Smoking tobacco products and devices and electronic smoking devices are not allowed on the property, including all buildings, grounds, restrooms, and parking lots. We care about the environment; please dispose of waste in recycling bins when appropriate. Do not litter.

WBG reserves the right to ask a visitor to leave for inappropriate or offensive behavior.

#### Are pets allowed at Waterfront Botanical Gardens?

No pets allowed. In accordance with federal law and the Americans with Disabilities Act, service dogs and miniature horses are permissible within the Gardens provided they are controlled (leashed) and do not enter garden beds and damage the plant collections. Therapy and comfort animals do NOT meet the definition of a service animal and thus are not permitted on Gardens property.

If you would like more information about wedding and event rentals, please visit our website: [waterfrontgardens.org/rental/](http://waterfrontgardens.org/rental/) or



[WaterfrontGardens.org](http://WaterfrontGardens.org)



Waterfront Botanical Gardens Incorporated is a 501(c)(3) nonprofit organization. Our Federal Tax ID Number is 61-1297238.

11/21



# Facility Rentals





Are you looking for a venue for an elegant wedding, a large event, or a meeting? Conveniently located near downtown Louisville and easily accessible from major interstates and River Road, **Waterfront Botanical Gardens (WBG)** offers beautiful settings for both indoor and outdoor events.



The Graeser Family Education Center allows up to 250 guests for a seated dinner and features a conference room and catering prep room. Our conference room may be utilized for small meetings, a “green room” for brides or musicians, and can even host a dinner buffet. Additionally, our outdoor plazas offer versatile settings for large or small events.

### WEDDINGS & DINNER PARTIES

Whether you’re planning your engagement party, dinner, or wedding ceremony and reception, Waterfront Botanical Gardens offers unique indoor and outdoor spaces that can host either large or intimate celebrations.

The Graeser Family Education Center provides glass exterior walls with stunning views of the gardens and Beargrass Creek, allowing you to enjoy the outdoors at any time of the year, rain or shine. Your rental includes use of indoor 72” round tables and chairs, 36” round cocktail or cafe tables and 6’ long tables. Waterfront Botanical Gardens’ outdoor space includes our West and South facing Plazas. Our West Plaza offers unique views of the Louisville skyline, and features a Water Wall which can serve

as the perfect frame for an outdoor ceremony. Adjacent to the Graeser Family Education Center, our South Plaza features the Rounsavall Family Foundation Plaza Fountain creating a perfect setting for a cocktail reception and dancing. Your guests will also be able to enjoy the Beargrass Creek Pathway which includes a waterfall and wooded garden. Outdoor/plaza furniture must be rented.

### MEETINGS & CORPORATE EVENTS

The Graeser Family Education Center is equipped with audio-visual systems to meet the needs of corporate events and meetings. WBG provides a functional setting for a presenting speaker or presentation, including a podium and 96” television screen. In addition to the large event space, a conference room is available for smaller meetings.

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