

Venue Information

Binns Wildflower Pavilion

\$2,750

Discounted and nonprofit pricing not available for evening events held during Luminaria



Binns Wildflower Pavilion

Located off of the Harriet K. Maxwell Desert Wildflower Loop Trail, this circular open-air pavilion is surrounded by desert plants and scenic views of the Papago Buttes and Camelback Mountain. This location is enveloped in natural desert beauty, creating an intimate space with illuminated rustic stars and twinkle-lit pillars for holiday parties. Dine under starry nights, which are visible through the Pavilion's center sky light.



Client has private use of the designated facility only. The general public will have use of the Garden with the exception of that facility during normal Garden business hours. The Garden assumes no liability or expense for inclement weather or any occurrence outside the Garden's control that may impact the event.

Holding Your Event at the Garden

Included in the rental fee are the following items:

- Usage of the Binns Wildflower Pavilion for a maximum of 4.5 hours between *5:30 – 10 p.m.
 - * Event cannot begin prior to gates opening at 5:30 p.m. Please note that Luminaria programming concludes at 9:30 p.m.
- Additional hours for set-up and tear-down of the event
- Admission for up to 50 guests into Las Noches de las Luminarias on the evening of your event valued at \$34.95 per guest
- Up to (8) 60" Round Tables
- Up to (5) High Top cocktail tables
- Up to (50) wooden folding chairs
- 6' or 8' Rectangular Tables
- Twinkle-lit trees, poinsettias and decorative lighting
- Southwestern Luminarias placed around the venue.
- Optional Add-On: Heaters \$80 per heater
- A final walk through typically held two weeks prior to your event
- On-site venue coordination
- Signage from Admissions to the Binns
 Wildflower Pavilion
- Trail maps for your guests
- Complimentary parking for your guests
- Complimentary wheelchairs and discounted scooter rentals for your guests
- Rangers/Security staff on grounds 24/7



BOOK YOUR EVENT

Book early, as dates tend to fill up quickly. A seven-day hold may be placed on any available date and venue without a deposit. In the event that the space is already on hold, a second hold may be placed. If the first hold is released, you will be contacted and have 48 hours to move forward or release the hold. We request 50 percent of the rental fee at the time of contract with the balance due at least two weeks prior to the event.

Please note all events require a refundable \$500 security deposit (for damages) and proof of public liability insurance coverage with the Garden listed as additional insured at least two weeks prior to the event.



Approved Caterers and Catering Policies

Desert Botanical Garden is happy to recommend our preferred caterers for your next event. **Due to liability, all food must be supplied and prepared through one of these caterers.** The Garden does not have any food or beverage minimums so please inform caterers of desired budget upon inquiry. The catering company that you select will need to be on site for the hours contracted by the Garden or the duration of the event, whichever is applicable. To make catering arrangements for your event, you may contact any or all of the catering companies on our list. A licensed and insured vendor must supply items such as desserts and cakes.

Arizona Taste Catering

Phone: 480.947.8844

Email: info@arizonataste.com Website: arizonataste.com

Combining an artful blend of imagination and sophistication, we can help you execute every detail of your event with an unrivaled standard of impeccable service. Whether it's an exquisitely crafted menu or a customized menu, we use local purveyors and only the freshest and most sumptuous ingredients. As a full service caterer, we can assist you with the planning, rentals and all the details, utilizing more than 60 years of experience catering in the Valley. Our motto is "As you wish."

Artisan by Santa Barbara Catering

Phone: 480.921.3150 Email: Events@sbcc.com Website: events@sbcc.com

Artisan By Santa Barbara Catering brings creative cuisine, innovative presentation and contemporary design to the Garden. Custom menus can be created for any type of event. Highlighting Arizona farmers and purveyors is what Artisan by Santa Barbara Catering does best! The energetic team will coordinate everything needed to create an experience for your guests while you enjoy the tranquility of the Garden.

Atlasta Catering & Event Concepts

Phone: 602.242.8185

Website: atlastacatering.com

By providing the most comprehensive catering and event planning services, Atlasta surpasses all industry standards of service, salesmanship, creativity and ingenuity. Our menus, presentation, and highly motivated and trained staff will ensure that your event is not only a success, but that it will also leave your guests in awe. Let us help create your next event.

Copper Square Kitchen

Phone: 602.440.3112

Email: cateringphxrp@hyatt.com Website: coppersquarekitchen.com

Copper Square Kitchen is a premier full service catering company with dazzling ideas and crowd pleasing favorites. Our experienced chefs will create an extraordinary dining experience for you and your guests with a focus on fresh, local and seasonal ingredients wherever possible.

Creations in Cuisine Catering

Phone: 602.485.9924

Website: creationsincuisinecatering.com

Our name speaks for itself. Choose from many of our pre-designed menu selections or allow us to create a menu tailored to your specifications. We offer full service event planning and rentals, large or small, casual or elegant. Whether it be your wedding day, private party or corporate event, we provide impeccable service and cuisine prepared with the highest quality ingredients and presentation. Imagine the possibilities.

Fabulous Food Fine Catering and Events

Phone: 602.267.1818

Website: fabulousfood.net

Fabulous Food is a custom, high-end catering company offering distinctive event planning services. We specialize in creating events that are exclusively tailored for each of our client's specific desires. We excel at exceeding our clients' expectations and can invent an occasion that is uniquely you.

Fresh From the Kitchen

Phone: 602.694.2878

Email: pat@freshfromthekitchenllc.com Website: freshfromthekitchenllc.com

When you hire us you get the true Fresh From the Kitchen experience; complete with exquisite service, exceptional food, amazing quality, and foods free of hormones, pesticides, and additives. You get real food made fresh and homemade like it should be. We are committed to making your event extraordinarily beautiful, stress free, and memorable.

M Culinary Concepts

Phone: 602.200.5757 Website: mculinary.com

Master Chef of the Southwest, Michael DeMaria, brings his artistic creations to Desert Botanical Garden. With our chef-driven concept, your guests will be treated to an unsurpassed fine dining experience. Michael's Catering offers a full range of services and experienced staff to handle every detail.



Desert Botanical Garden Beverage Service and Policies

Desert Botanical Garden offers a complete selection of beverages for your event. The Arizona State Liquor Commission regulates the sale and service of alcoholic beverages. The Garden, as a licensee, is responsible for the administration of these regulations. Subsequently, **no liquor or wine can be brought into the Garden from an outside source and will be confiscated and disposed.** All alcohol must be provided by the Garden. Open alcoholic containers may not be removed from the areas rented by the client. Desert Botanical Garden reserves the right (without obligation) to refuse to serve alcohol to anyone who Desert Botanical Garden deems to be intoxicated or out of control. No alcohol may be served to minors. The Garden does not permit shots. **All prices are subject to change without notice.**

For additional information, pricing and to coordinate your beverage service, please contact our Beverage Manager, Marianne Donnan, at 480.481.8184 (office), 602.743.4532 (cell) or mdonnan@dbg.org.

Hosted Consumption Bar and Cash Bar Price List

You will pay only for beverages consumed.

Cabernet Sauvignon, Pinot Noir, Merlot, Malbec, DBG Sparkling

Products	Price
Dasani Bottled Water	\$2.50 each
Soft Drinks Coke, Diet Coke & Sprite	\$2.50 each
Juice & Sparkling Water	\$3 each
Domestic Beer (choose 2 from selection) Budweiser, Bud Light, Coors Original, Coors Light, Miller Lite, Michelob Ultra & O'Doul's	\$5 each
Premium Beer (choose 2 from selection) Heineken, Amstel Light, Stella, Pacifico, Corona, Ace Apple Cider, 8 th Street Ale (local), Kilt Lifter (local)	\$6 each
House Liquors Seagram's Vodka, Bacardi Rum, Gordon's Gin, Jose Cuervo Tequila, Jim Beam Bourbon, J&B Scotch	\$6 per drink*
Call Liquors (limited to 7 from selection) Absolut Vodka & Flavors, Stolichnaya Vodka & Flavors, Tito's Vodka Tanqueray Gin, Captain Morgan Rum, Maker's Mark Bourbon, Jack Daniel's Whiskey, Johnny Walker Red Scotch, Dewar's White Label Scotch, Blanco or Reposado Tequila	\$7.50 per drink*
Premium Liquors Grey Goose Vodka, Chopin Vodka, Ketel One Vodka, Crown Royal Whisky, Woodford Reserve, Chivas Regal Scotch, Johnny Walker Black, Anejo Tequila	\$9 per drink*
Cordials and Liqueurs Grand Marnier, Drambuie, Irish Cream, Kahlua	\$10 per drink
House Wine (choose 4 from selection) Chardonnay, Pinot Grigio, Sauvignon Blanc, White Zinfandel,	\$8 per glass / \$28 per bottle

^{*}Blended/specialty drinks such as martinis, manhattans and margaritas, or any juice drink, will increase liquor prices by \$.50 per drink.

House Cocktail and Signature Drink Offerings

Traditional Margaritas

Made by the batch, served "on the rocks"

Prickly Pear Margaritas

Made by the batch, served "on the rocks"

Other flavors available by request - price may vary with special orders.

The Herb Garden

Vodka & Monin Mojito Mix topped with club soda,

served "on the rocks"

Garnishes such as mint leaves, rosemary or basil may be requested through your caterer.

Red Sangria (sold by the batch only)

Makes approx. 70 cocktails

Fresh fruit may be requested through your caterer.

Price

\$6.50 per drink

\$7 per drink

\$7 per drink

\$375 per batch

Addition of premium liquors, cordials, liqueurs, house cocktails, signature drinks or special orders may affect your estimate. Filtered water stations can be arranged through your caterer if you choose not to include bottled water.

Bar Fees

Bar rental & supply fee | \$150 per bar Bartender fee | \$25 per bartender per hour, with a minimum of four hours (one bartender for every 75 people is recommended)

- Includes bartender set-up and breakdown time
- There will be a 20 percent service charge based on beverage sales (except for cash bars)
- There is no tax, as we are a nonprofit

NOTE: Garden policy prohibits serving shots of any alcoholic beverages or placing any bottles of alcohol on tables. All beverages will be served in plastic glasses; glassware may be rented through your caterer for additional charge. Additional premium wines and spirits are available upon request for an additional charge. All prices are subject to change without notice.



Garden Policies and Procedures

Thank you for your interest in using the facilities at Desert Botanical Garden. The Garden is pleased to make its facilities available for special events. However, because it is a living museum, there are a number of restrictions placed upon its use. To help you make your decision regarding the use of the Garden, we ask that you study our policies and procedures carefully.

Because of the uniqueness of our collection and our facilities, the Garden does not allow any activity or event which may result in damage or disturbance to the plant collection or Garden facilities, or which may interfere with public use during Garden business hours. All activities or events at the Garden must be consistent with the purposes of the Garden and appropriate for the facilities. All activities and entertainment must be approved in advance by the Garden. All decisions regarding the use of the facilities are made with these principles in mind. The Garden reserves the sole right to determine appropriate use and to interpret these guidelines.

As a condition, rental clients are required to indemnify the Garden and its trustees with respect to any liability arising out of, or resulting from, use of Garden facilities. Clients are also responsible for any damage to Garden facilities or collections, and all costs associated with necessary repairs.

Dorrance Hall, Boppart Courtyard, Kitchell Patio, Ullman Terrace, Eliot Patio, Webster Auditorium, Steele Herb Garden, Binns Wildflower Pavilion, Amphitheater, Whiteman and Farrington Conference Room, and Marley and Weisz Learning Classrooms are available for use by groups, organizations and businesses when the Garden is closed to the public and/or when there is no conflicting Garden activity. The facility rental fee returned with a signed contract will confirm the use of the facility.

Your cooperation is needed in complying with the following regulations to ensure the success of your event and the security of the facilities to protect the Garden's valuable plant collection.

In addition, the Garden is taking precautionary measures to limit the spread of COVID-19. Information regarding measures may be updated from time to time and are available on the Garden's web site or upon request. The Garden cannot ensure against the spread of COVID-19 as a result of client's event, and client should itself take precautionary measures to benefit the safety and health of client, its guests, and the Garden.

- Generally, if a cancellation occurs six (6) months prior to the event date, 50 percent of the initial deposit will be refunded to the client. If a cancellation occurs five (5) or less months of the event date, all deposits are non-refundable. Deposits are transferable, but non-refundable for events transferred from one date to another more than six (6) months in advance of the event date. All payments must be rendered at least 10 days before the event date. If a cancellation occurs within 10 days of the event date, all money is non-refundable. Notwithstanding the foregoing, in the event the event cannot be held because of government action in response to the COVID-19 pandemic, and if the event cannot be rescheduled to the satisfaction of the client, the Garden shall fully refund the client's deposits.
- A \$500 security deposit is due with final balance payment at least 10 days prior to the event. The Garden may retain all or a portion of the security deposit if physical damage is done to any part of the Garden, significant cleaning above and beyond normal use is required, the client or its guests violate the Garden's liquor policies set forth herein, the Garden deems any action by the client and or guests inappropriate, or if any other default occurs hereunder. The Garden will determine the amount to be refunded to client. Any refund due will be processed within 30 days after event date. The Garden shall not be required to keep the security deposit separate from its general funds and the client shall not be entitled to interest on the security deposit. The Garden's rights with respect to the security deposit shall be in addition to all other rights or remedies available in the event of a breach.
- Desert Botanical Garden has many seasonal displays and exhibits. These exhibits and temporary art are here to enhance the beauty of the Garden and cannot be removed or relocated. Some of the Garden's exhibits may require additional restrictions to the Garden's policies. If client has questions regarding their contracted space and these exhibits, please speak with your venue planner. In addition, the potted plants and memorial benches may not be moved for any reason.

- As a private nonprofit institution, the Garden does not allow activities that involve raising funds to benefit any
 organization other than the Garden. Garden facilities may not be used for political events, religious functions
 (excluding wedding ceremonies), commercial promotions, and any other function that may conflict with the interests
 or mission of the Garden, or events which the Garden is unable to serve appropriately or adequately.
- The client shall only be entitled to use those portions of the Garden designated in its agreement with Desert Botanical Garden. Because of the Garden's growth and collections, tenting is not permitted except in the case of rain. In the case of rain, tenting would need to be coordinated by the client through the caterer or preferred rental company with advance notice to your Garden venue planner. Indoor back-up facilities are not available for outdoor events unless specifically provided in the written agreement with the Garden. Rental of one portion of the Garden's facilities does not confer any right to use any other portion of the Garden absent a prior written agreement with Desert Botanical Garden. If we have alternate indoor space available, we can offer to relocate your event but this cannot be guaranteed. If Webster Auditorium is reserved or designated as a back-up facility, the client is advised that Webster Auditorium is limited to groups of no more than 100 people, which may be further limited due to social distancing measures to limit the spread of COVID-19, and open flame, amplified music and dancing are not permitted inside the building.
- Behavior or activities that are offensive, abusive, illegal or which may result in the endangerment of Garden guests, personnel, visitors, collections or facilities are expressly prohibited. Garden personnel may request that individuals engaging in such behavior leave the Garden premises. Garden personnel may terminate any event at any time, if, in their reasonable judgment, the event endangers the Garden, its guests, personnel, visitors, collections or facilities.
 Garden personnel shall strictly enforce the agreement and regulations. The client is responsible for the behavior of its guests, invitees and agents while they are at the Garden.
- Smoking is prohibited on Garden grounds, beginning at posted entries from all paved parking lots with no exceptions. Desert Botanical Garden is committed to providing a healthy, safe and comfortable environment for its visitors, staff and volunteers, as well as protecting its facilities and plant collections from the dangers of smoke and fire damage. Violation of this policy will result in loss of partial or all of the security deposit if smoking or evidence of smoking is discovered before, during or after the event and clean up by Garden staff is required. Smoking is only permitted in paved parking lots. Please ask your Venue Planner where the closest designated smoking area is for the venue.
- Desert Botanical Garden does not have a storage area for personal belongings or rental equipment. All deliveries of
 supplies or equipment must be made the same day of the event with advance notice of time of delivery. All rental
 items, décor, trash etc. must be removed from the facilities immediately following the event and be picked up from the
 service yard that evening. Charges for unusual clean-up required after the event may result in the loss of all or part of
 your security deposit.
- Garden facilities will be available to clients only during the hours indicated in the agreement with Desert Botanical Garden. After a half-hour grace period, an additional 50 percent surcharge per hour (based on the total facility rental charge) will be added to the fee for the use of Garden facilities.
- All printed materials that include the Garden's name, contact information and your event date, time and location (invitations, announcements, press releases, etc.) must be submitted to the Garden for approval before they are in their final stages to ensure accuracy.
- Outside food and beverage, including liquor, is not permitted. Any food or beverage, including liquor, brought into the Garden must be contracted through an approved caterer, purchased through the Garden's Patio Café, or the Desert Botanical Garden Beverage Manager. The Garden may inspect all personal property of client and its guests at any time for purposes of checking for outside food and beverage, including liquor. Any outside food and beverage, including liquor, discovered by the Garden may be confiscated and discarded by the Garden. No compensation shall be due client or its guests for the value of such food and beverage, including liquor. Moreover, violation of this policy by client or any of its guests, whether or not such violation is known to client, shall, at the discretion of the Garden, result in forfeiture of client's security deposit in its entirety.

- The Garden is rented "as is." Decoration must be approved in advance and shall be limited to table decorations or free standing decorative elements. Nothing may be placed or hung on walls, doors or windows of the buildings. This includes the use of tape or tacks in walls, floors, doors, door frames or furniture. In addition, nothing may be hung from plants or trees (i.e., piñatas, lanterns, lights) nor may anything be placed in plant beds or planters. The fireplace in *Webster* Auditorium may not be used. Candles on the mantle are for decoration only and are not to be used or moved. Signage must be approved by Desert Botanical Garden in advance. No doorway may be locked or public corridor blocked in any way. Electrical connections and special lighting must be approved in advance. Candles must be enclosed or on a glass or ceramic holder.
- All costs of food, rentals (tables, chairs and linens), and additional items (floral, entertainment, centerpieces etc.) are coordinated separately from the Garden and are the responsibility of the client.
- Because of the Garden's collection and wildlife, confetti, bird seed, sparklers, wishing lanterns and rice are prohibited. Bubbles, flower petals and glow sticks are acceptable.
- Cut flowers are acceptable; live potted plants must be purchased through the Garden Shop (480.526.8891) or through a licensed nursery. Please see Preferred Vendor List for contacts. Live potted plants cannot be placed on or near existing Garden beds. All plants and flowers must be delivered the day of the event and removed from the Garden after the event. All flower petals must be swept up and disposed of after the event.
- Musical amplification systems and volume levels for entertainment at private events must be approved in advance by the Garden. Other forms of entertainment and presentations must be reviewed by the Garden in advance of the event. Amplified music is not permitted inside *Webster* Auditorium.
- Photos are permitted throughout the Garden. However, courtesy to Garden guests must be observed by all
 photographers and clients at all times. Obstruction of Garden paths and intrusion on exhibits or other private events
 is strictly prohibited. Photographers, clients, or equipment will not be allowed in plant beds. All photographers and
 clients must remain on Garden paths at all times. There are no exceptions to this policy. Please provide the name and
 email address of your selected photographer.
- A walk-through with all involved parties (Client, Garden representative, caterer, event planner, etc.) must be held no less than 10 days in advance of the event. The Garden reserves the right to approve all set ups; there will be a set-up sheet agreed to by the Client and the Garden. After the set-up has been completed the day of the event as per the set-up sheet, there will be no additional movement of set-up items. The client will designate a representative who will be at the Garden during the event and who will be available to answer questions and to assist Garden personnel in enforcing these regulations. Due to weekend events, no walk throughs may be scheduled on Saturdays or Sundays.
- Ceremony rehearsals are allotted one hour the week of the wedding. Rehearsals are scheduled on a first come, first serve basis at specific time slots. Rehearsal days and times are subject to change, based on Garden availability. Due to weekend events, no rehearsals may be scheduled on Saturdays or Sundays.
- Although pets (dogs, cats, birds, etc.) are not permitted in the Garden, service animals are permitted. We require that
 service animals be kept on a leash at all times, must remain on the trails, and must be picked up after with disposal in
 a trash can; the Garden is a living museum. Please inform your venue planner if you are expecting service animals at
 your event, as this will help us inform Garden staff, and reduce questioning of service animal status.
- Non-service animals may be present for wedding ceremonies based on what is happening at the Garden that day and
 at the discretion of your venue planner. They may be onsite no more than one hour before the ceremony so they can
 be present in photos and the ceremony itself, however, they must stay on a leash or in a kennel at all times. The pet
 must immediately leave the Garden at the conclusion of your ceremony. There are no exceptions to this policy.

- Rangers and select Garden staff operate golf carts for patrol and emergency use only. You may not use these to get around the Garden, nor may you bring additional golf carts into the Garden.
- One dressing room is provided complimentary based on availability. The specific room is typically designated two weeks before the event and can be accessed two hours prior to the event start time until the end of the event.
- Rental fees remain the same whether you hold a ceremony only, reception only, or ceremony and reception. Our prices are non-negotiable and do not change based on day of the week, time of the day, number of guests, or length of time under five hours. See your venue planner for nonprofit discounts, as well as discounts offered in June, July and August

Insurance and Liability

- A certificate of insurance from the client's insurance company, naming Desert Botanical Garden as an additional
 insured party must be provided to the Garden at least two weeks prior to the event. The client must demonstrate
 public liability coverage of at least \$1 million. Such a certificate must be issued at no additional cost to the Garden.
 The letter agreement executed by the client must contain a provision to indemnify the Garden. To obtain the insurance
 listed above, we recommend contacting your homeowner's insurance or obtaining it through a company called
 wedsafe (wedsafe.com).
- The client agrees to take the utmost care not to damage any of the facilities. The client will be responsible for all damages to buildings, equipment, fixtures and furniture arising out of the use of the Garden. In addition, the Garden will not be liable to the client, its guests, agents, performers or employees for any loss or damage to personal property.
- These regulations and any agreement between the client and the Garden may not be waived or modified unless such waiver or modification is in writing and duly executed by the Director of Event Services. Other personnel of the Garden do not have authority to modify or waive any portions of these regulations or any agreement.
- Failure to insist upon strict compliance with any term, covenant or condition of these regulations or any agreement between client and the Garden shall not be deemed a waiver of such term, covenant or condition. In the event any breach of the agreement or in the event that any action is commenced to enforce any agreement between the client and the Garden, the prevailing party shall be entitled to cover its costs and expenses, including reasonable attorney's fees.
- In the event of unforeseen circumstances, including as a result of the COVID-19 pandemic, the Garden reserves the right to relocate the event to a comparable venue or cancel the event. Neither the Garden nor the client shall be responsible to the other for any claim, damage, cost, or expense, of any nature, due to the cancelation, rescheduling, or change of venue of any event due to COVID-19 or other circumstances beyond the reasonable control of the Garden.



Inclement Weather Policy

- In the event of inclement weather, Desert Botanical Garden reserves the right to cancel Las Noches de las Luminarias by 2 p.m. on the day of the event.
- In the circumstance that Las Noches de las Luminarias has been cancelled for the evening, we will reach out to the event representative by 2 p.m. to notify them of the decision.
- If Las Noches de las Luminarias is cancelled, the private event will continue as planned, but can be moved to an available indoor venue determined by the Garden venue planner.
- Depending on general conditions in the Garden, the Desert Botanical Garden reserves the right to close any Garden trails to event guests, but the available covered venue will remain open and available for the private event. Desert Botanical Garden Rangers will make a decision on the evening of the event on whether or not private event guests will be allowed access to Garden trails due to safety precautions.
- If Las Noches de las Luminarias cancels on the evening of the event, the Garden will provide up to 50 admit one Luminaria passes valid for any of the remaining nights of Luminaria or valid for general Garden admission.

