



# WEDDING CEREMONIES AT FAIRCHILD



Welcome to Fairchild! We are thrilled to host your special day.

We're here to help you plan an intimate, memorable wedding ceremony with those who matter most. Long lasting memories will be created in the most beautiful location in South Florida.

We know this is a very special day for you both, and we think you should enjoy the entire process! That's why we've created the **Wedding Ceremonies at Fairchild**.

Each stunning open-air ceremony location offers a particular style, all situated within our romantic, 83-acre tropical oasis.

Select the location that you love best and get ready for your big day!

We thank you for choosing Fairchild Tropical Botanic Garden and wish you a most memorable event.



## WEDDING CEREMONIES AT FAIRCHILD

### CHOOSE FROM ONE OF THESE CEREMONY LOCATIONS

Please visit [FairchildGarden.Org/Garden-Wedding-Miami](http://FairchildGarden.Org/Garden-Wedding-Miami) to view our ceremony locations.

- **Bailey Palm Glade:** Capacity 275 guests
- **Garden Club of America Amphitheater:** Capacity 250 guests
- **Cycad Vista Lawn:** Capacity 250 guests
- **Allée and Overlook Vista:** Capacity 80 guests
- **Tropical Arboretum:** Capacity 250 guests

### BASE RENTAL RATE

All ceremony locations (subject to 7% sales tax)

**Based on to 1-25 persons \$1,500**

Additional \$30 per person

Base rental rate reflects a ceremony-only event.

### FEE SCHEDULE

- A deposit of 50% is required to reserve your desired date. Deposit is refundable for up to 10 days after contract signing, less a \$100 processing fee, unless your ceremony is within 30 days from your booking.
- Balance of payment is due 14 days prior to the ceremony date. Balance of payment is non-refundable.
- All fees are subject to 7% Florida sales tax.
- Additional fees may apply. Please see contract for details.

### EVENT TIME

Ceremonies are scheduled for two hours during Garden hours of 10:00 a.m. through 5:00 p.m.

Restrictions/exceptions may apply regarding ceremony site selection and event time frame. Please consult the Fairchild wedding professional for more information.

### EVENT EXCLUSIVITY

**Event exclusivity is not included. Fairchild reserves the right to host multiple, concurrent weddings, ceremonies, other private or Garden events.**

### OPTIONAL UPGRADES

- **Ceremony Chairs:** \$4 per chair, white, resin, folding chair, includes set-up and breakdown
- **Pre-Ceremony Waiting room:** \$300 (subject to availability)
- **Golf Cart Shuttle Service:** With the wedding couple and their photographer for up to one hour of private formal photos \$225 per hour (not subject to proration)



## **CERTIFICATE OF INSURANCE**

You are required to purchase a Certificate of Insurance for \$1,000,000 combined public liability for personal injury and property damage naming Fairchild Tropical Botanic Garden, 10901 Old Cutler Road, Miami, FL 33156, as additional insured. **HOST LIQUOR LIABILITY IS REQUIRED TO BE INCLUDED (IF APPLICABLE)**. You must provide this to Fairchild by 14 days prior to the event date. Suggested company to contact is WedSafe at 1-877-723-3933 or at [www.WedSafe.com](http://www.WedSafe.com).

## **CREATE A LASTING MEMORY OF YOUR SPECIAL DAY**

Now that you've decided to have your special day at Fairchild, let's help you create a lasting memory right here in the Garden. A Tribute Brick becomes part of the rich history of Fairchild when it is placed in the Commemorative Brick Pathway. Tribute Bricks come with personalized inscription. We can add the \$250 cost of the Tribute Brick to your contract. We will then contact you to follow up with your inscription and placement.

## **NOW WHAT?**

- Contact us for date availability
- Have your deposit ready to reserve your date, and now you're all set!
- Take a deep breath, relax and know that you are in good hands!

We look forward to your wedding day as much as you do!



## CEREMONY GUIDELINES AND REGULATIONS

We're very excited about hosting your event at Fairchild. These Guidelines aim to ensure that you and your guests have the memorable wedding experience you've been dreaming about. They're also designed to ensure that Fairchild's important plant collection and historic grounds are well-respected and protected at all times. As you know, Fairchild is a botanical garden and home to some of the tropical world's most important and rare plants as well as wildlife. We welcome you and anticipate that you and your guests will comply with all stated guidelines and policies, while understanding the scientific mission and tropical oasis in which you are starting your forever.

Please note that when you book your event at Fairchild, you agree to comply with all stated policies and guidelines.

Fairchild reserves the right to refuse service to anyone.

Fairchild reserves the right to cancel or terminate, without notice, any scheduled or in-process event that is deemed to be non-compliant with guidelines and policies.

1. Rental is for Fairchild Tropical Botanic Garden facilities only and does not include any supplies or services other than those specifically included in these guidelines.
2. Fairchild is a venue-only facility. Renter is required to provide their chosen team of professional vendors.
3. This agreement is only for a wedding ceremony in the above areas only and does not include a reception.
4. A dressing, hair and make-up room is not provided for the bride(s), groom(s), or wedding party.
5. Your guests may enter Fairchild 30 minutes before your reserved ceremony time. If your guests wish to enter Fairchild sooner than 30 minutes before your reserved time, they must enter through the North Entrance and pay the regular admission fee of \$25.00 per person.
6. Your guests may park in Fairchild's designated parking lots free of charge. We kindly ask that your guests not park on Old Cutler Road, or their vehicle may be towed by the City of Coral Gables.
7. Your guests should enter Fairchild through the designated gate as discussed with a Fairchild wedding professional. You will need to designate someone who will serve as host/hostess to greet your guests to ensure that only your guests enter through the gate.
8. Your ceremony start and end time will be during regular Garden hours only. After-hours ceremony requests are subject to approval. Additional fees apply.
9. Fairchild is open to visitors between the hours of 10:00 a.m. through 5:00 p.m., and all visitors are asked to depart no later than 5:30 p.m. Fairchild has a strict policy that no event should interfere with our guests' experiences. Consequently, roping off or stanchioning areas to prevent access to Garden visitors is strictly prohibited, guests are permitted to view any area of Fairchild during regular hours.
10. Although the ceremony can be timed so scheduled Fairchild tram tours do not pass by the Allée and Overlook Vista, Garden Club of America Amphitheater, Tropical Arboretum or Bailey Palm Glade during the ceremony, we are unable to cancel or reschedule regular Fairchild activities.



11. If you wish to use chairs during your ceremony, you may rent white resin folding chairs from Fairchild for \$4 each. Rental fee includes set-up and breakdown. You may also rent chairs from a rental company of your choice, but you are responsible for delivery and pick up. You will be charged a service fee of \$500 should Fairchild staff be required to handle delivery or pick-up of third-party rentals.
12. Ceremony music is limited to no more than two quiet and portable acoustic instruments, such as flutes, guitars or harps or a small speaker system.
13. Take advantage of the beautiful natural setting you have selected for your ceremony. Decorations are discouraged. Any requests must be discussed with a Fairchild wedding professional and may be subject to an administrative fee.
14. All ceremony areas are outdoors and subject to weather conditions. A rain contingency plan must be arranged with the Fairchild wedding professional prior to your event date. We will work to accommodate your rain plan as best as possible but we cannot guarantee availability on the day of your ceremony.
15. Ceremony dates can be requested at any time, but will not be confirmed earlier than six months prior to the date and cannot be requested less than one month before the ceremony date.
16. Cancellation requests must be made in writing. Refunds are subject to a \$100 processing fee. Cancellations made for any reason, other than an Act of God, War Time and Pandemic, following 10 days after the deposit has been submitted, will result in forfeiture of the non-refundable deposit. For cancellations made within 14 days of the event date, for any reason other than Act of God, War Time and Pandemic, the renter is subject to payment in full.
17. Seasonal art exhibition may be installed in the Garden at the time of your event. Art pieces may NOT be removed or altered in any way.
18. Please note that since Fairchild is both a botanical garden an ecology for local wildlife. Petals, confetti, glitter, birdseed and rice are expressly prohibited from being used. Smoking is NOT permitted in the Garden.
19. Drones: Fairchild does not permit use of personal and professional drones in the Garden.

## **MUSIC & SOUND ABATEMENT**

We're very excited about hosting your event at Fairchild. These Guid Fairchild is situated in the residential section of the City of Coral Gables. We also have neighborhoods that abut right to the Garden's boundaries.. The City has laws regarding noise abatement (City of Coral Gables Code 1958, §§ 19-1, 20-23), which are strictly enforced. No amplified music or DJs are allowed during our regular hours of operation. Guests visiting Fairchild should not be disturbed by your event's music. **NO EXCEPTIONS.**



## EVENT INTERRUPTION (ACTS OF GOD, WAR TIME, PANDEMIC, ETC.)

I (Renter) fully understand and accept that costs, disruption and other related matters resulting in interruption or cancellation of event as a result of acts of God, such as rain, thunderstorms, hurricanes, etc., or because of war or impending war, or due to a pandemic, are to be borne by the renter. Fairchild will make every possible attempt to reschedule the event as quickly as possible if it is interrupted by such acts, but makes no guarantee at restitution. Renter understands and accepts that refunds or payments to date of event interruption may be subject to forfeit if Fairchild and Renter are unable to reschedule the event.

I UNDERSTAND AND AGREE TO THE RULES AND REGULATIONS STATED IN THESE EVENING FACILITIES RENTAL GUIDELINES AND ACCEPT THE FEES LISTED ABOVE.

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Print Name

## ASSUMPTION OF RISK AND RELEASE OF LIABILITY

I (Renter) fully and absolutely assume all risk of injury to myself or my guests including, but not limited to death, and hereby unconditionally and absolutely release, even for their own negligence, indemnify and hold harmless Fairchild Tropical Botanic Garden and its officers and directors, employees, agents, representatives, and its insurers, from all claims for damage or injuries of any kind, including but not limited to any claims related to the Covid-19 virus, whether a Covid-19 infection occurs before, during, or after the event, sustained by me or my guests, now or in the future, arising from my rental and use of Fairchild Tropical Botanic Garden facilities for the following event (wedding or special event):

\_\_\_\_\_  
Name of Event

\_\_\_\_\_ + \_\_\_\_\_  
Date(s)

I have read this Assumption of Risk and Release of Liability and understand that it is an absolute release and I execute the same freely and voluntarily and accept and agree to its terms and conditions.

Executed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Print Name

For further information, please contact Lori Sellers at 305.667.1651, ext. 3358 or email at lsellers@fairchildgarden.org

