

# Montrose Botanical Society



## EVENT GUIDELINES

We are pleased that you are interested in reserving the Montrose Botanic Gardens (MBG) for your event. The combination of beautiful colors, water features and the incredible rugged beauty of the San Juan Mountain Range make this a very special location for your event.

Your fee supports the care and maintenance of the gardens and provides for educational programs for adults, children and families.

Please read the following for information and regulations regarding the use of the Gardens.

- We are limited to two events per day in the Gardens and all agreements are made on a first come, first serve basis. Reservations are confirmed only by acknowledgment of receipt of payment and signed agreement forms.
- All activities related to your event/wedding should occur within your selected rental time, including set up and take down.
- Limited electrical outlets are available for your use, but please contact the Event Coordinator for details.
- Lessees wishing to have chairs, tables, podiums, electrical cords, sound systems, etc. will need to contract with a rental service or make other arrangements as these items are not provided by the MBG.
- Chairs and other equipment must be set up and taken down within the time slot reserved, unless prior arrangements are made.
- There is one portable toilet facility in the Gardens.

### **Please Note:**

- \* All visitors are expected to treat the gardens and facilities with respect. All activities will be conducted to minimize impact to plants and garden infrastructure as well as to any public visitors to the garden.
- \* Music of any kind, amplified or live, is permissible and must be approved prior to your event.
- \* Smoking, animals, and alcoholic beverages without a special event permit are prohibited within the entire fenced area of the Gardens.
- \* Glass containers are not permitted in the Gardens.
- \* Throwing rice, birdseed or confetti and the use of fireworks is prohibited in the Gardens.  
Bubbles are acceptable.
- \* Sorry, we cannot allow pets of any kind in the Gardens.
- \* All trash generated by the event must be deposited in the two containers provided. If the event requires additional trash receptacles, additional ones may be provided for additional fees.

Event tenant shall be responsible for any property loss or damage, personal injury including death, arising from, or in connection with, the event or tenant's use of the premises. Tenant shall indemnify and hold harmless Montrose Botanical Society and its Board of Directors from any such loss, damage or injury, any claims thereof and any related cost including reasonable attorney's fees. Tenant must have current personal liability insurance coverage in place under a personal homeowner's or renter's insurance policy, and by signing this document, acknowledges same.

**We hope that this provides you with the information you need. Contact us at [montrosebotanical@gmail.com](mailto:montrosebotanical@gmail.com) to connect with us and one of our Event Coordinators.**

By signing below, I acknowledge that I have read and agree to the terms for use of the Montrose Botanic Gardens as noted on Reservation and Event Guideline Forms

Signature: \_\_\_\_\_ Date: \_\_\_\_\_