



CITY OF BALTIMORE
Department of Recreation and Parks
Horticulture Division



BALTIMORE CITY
RECREATION & PARKS

Cylburn Arboretum, Gardens and The Vollmer Visitor Center



Cylburn Arboretum is a 200 acre special facility owned and operated by Baltimore City Department of Recreation and Parks, in partnership with the Cylburn Arboretum Association. The property features numerous gardens, educational and visitor center, historic Cylburn Mansion and the Greenhouse Classroom.

Cylburn's many gardens, as well as the Vollmer Center, are available for private functions, including weddings, parties, corporate retreats and fundraising events throughout the year. Our dedicated event staff will work diligently to provide you with the best in customer service and accommodations in Baltimore's most beautiful garden setting.



The Vollmer Visitor Center is an ideal space for any meeting, fundraiser, weddings, bar and bat mitzvahs, anniversary events or any other special celebration. Our garden areas can also accommodate tented receptions and events for up to 400 guests.



2017 Rental Rates

Updated September 2016



Vollmer Visitor Center

Tuesday through Friday 8am to 4pm

3 hour minimum

Please inquire about our Retreat Package

\$250.00 per hour

Tuesday through Thursday 5pm to 10pm

Each Additional Hour After 10pm

\$1000.00

\$250.00 per hour

Friday 5pm to 12am

7 hours (or less)

Each additional hour after 12am

\$2100.00

\$300.00 per hour

Saturday and Sunday between 8am to 12am

8 hours (or less)

Each additional hour after 12am

\$3500.00

\$450.00 per hour

Cylburn Mansion

Tuesday through Friday 8am to 4pm

3 hour minimum

\$125.00 per hour

Tuesday through Thursday 5pm to 10pm

5 hours (or less)

\$875.00

Friday Evening 5pm to 12am

7 hours (or less)

Each additional hour after 12am

\$1275.00

\$200.00 per hour

Saturdays and Sundays 8am to 4pm

Per Hour (3 hour minimum)

\$250.00 per hour

Saturdays and Sundays 8am to 12am

8 hours (or less)

Each additional hour after 12am

\$2500.00

\$300.00 per hour

Gardens

Wednesday through Sunday 10am to 8pm **\$1000.00**
4 hours (or less)

**Gardens are available for Ceremonies as well as tented events/ receptions.
All outdoor dinners/ receptions must be tented.**

Greenhouse Classroom

Wednesday through Friday 8am to 4pm **\$100.00 per hour**
Per Hour (3 hour minimum)

Wednesday through Friday 5pm to 10pm **\$125.00 per hour**
Per Hour (3 hour minimum) **\$200.00 per hour**
Each additional hour after 10pm

Saturday and Sunday 8am to 10pm **\$125.00 per hour**
Per Hour (3 hour minimum) **\$200.00 per hour**
Each additional hour after 10pm

Additional Fees

Security Deposit/ Damage Waiver **\$1000.00**

Cancellation Fee Schedule:

Prior to 60 days before event **10% of deposit**
30-60 prior to event **50% of deposit**
Within 30 days of event **100% of deposit and**
All rental fees paid

Tent Fees-Per Tent

(for tents up to 60' x 40') **\$500.00**
Additional fees apply for larger and/or
Additional tents
Does not include rental/installation of tent

Additional parking Attendant

For guest lists larger than 150 **\$100.00**

Room Setup and Breakdown

(Indoors only) **\$250.00**

Garden Ceremony Chair Rental-100 chairs

(Includes setup and breakdown) **\$300.00**
Rawlings Conservatory only

Capacity

Vollmer Center Auditorium

**Up to 200 seated guests
Up to 250 guests cocktail style
Up to 200 guests lecture style**

Cylburn Mansion

**Up to 75 seated guests
Up to 125 guests cocktail style
Up to 75 guests lecture style**

Select Garden Areas

**Up to 400 guests for a tented event
Up to 400 guests for a garden ceremony**

Greenhouse Classroom

**Up to 75 seated guests
Up to 100 guests cocktail style
Up to 75 guests lecture style**

For additional information, please contact

Laurie Boswell

Event Coordinator

Laurie.Boswell@baltimorecity.gov

410-396-4860