



Bernard C. "Jack" Young  
MAYOR

## 2020 Rental Rates

### *Cylburn Arboretum & The Howard P. Rawlings Conservatory*



**BALTIMORE CITY**  
RECREATION & PARKS

Thank you for considering Cylburn Arboretum and the Howard P. Rawlings Conservatory for your special occasion. You may schedule available dates as early as 366 days in advance. **We allow a 5-day tentative hold on a single date to allow you time to complete the application and submit your \$1000.00 refundable Security Deposit. All payments must be made at least 60 days prior to the scheduled event in the form of a Cashier's Check or Money Order, payable to 'Director of Finance'.**

**Call or email today for more information and to get your event on the calendar!**

**410-396-4860**

**Garden.events@baltimorecity.gov**

#### Individual Rental Rates and Minimum Time Requirements:

DAY	TIME PERIOD	Cylburn Arboretum			Howard P. Rawlings		Gardens
		Vollmer	Mansion	Greenhouse Classroom	Conservatory	South Pavilion	Cylburn & the Conservatory
Tuesday*- Thursday	8-4PM (3 hr. min.)	\$250/hr	\$125/hr	\$100/hr	-	\$125/hr	Tues.*-Sunday (See rates below:)
	4-10PM (5 hr. min.)	\$250/hr	\$175/hr	\$125/hr	-	-	
	5-10PM (5 hr. min.)	-	-	-	\$200/hr	-	
	Add'l hrs. after 10PM	\$350/hr	\$250/hr	\$200/hr	\$300/hr	-	
Friday	8-4PM (3 hr. min.)	\$250/hr	\$125/hr	\$100/hr	-	\$125/hr	Ceremony Only (4 hr. min.) \$250/hr
	4-10PM (3 hr. min.)	-	-	\$150/hr	-	-	
	4-12AM (7 hr. min.)	\$300/hr	\$215/hr	-	-	-	
	5-12AM (7 hr. min.)	-	-	-	\$260/hr	-	
	Add'l hrs. after 10PM	-	-	\$200/hr	-	-	
	Add'l hrs. after 12AM	\$450/hr	\$275/hr	-	\$375/hr	-	
Saturday - Sunday	8-4PM (7 hr. min.)	\$500.00/hr	-	-	-	-	Tented Rcpt. (7 hr. min.) \$360/hr.
	8-4PM (3 hr. min.)	-	\$250/hr	\$150/hr	-	\$250/hr	
	4-10PM (3 hr. min.)	-	-	\$175/hr	-	-	
	4-12AM (7 hr. min.)	\$500.00/hr	\$360/hr	-	-	-	
	5-12AM (7 hr. min.)	-	-	-	\$430/hr	-	
	Add'l hrs. after 10PM	-	-	\$250/hr	-	-	
	Add'l hrs. after 12AM	\$600.00/hr	\$450/hr	-	\$475/hr	-	
* Wednesday - Sunday at Howard P. Rawlings Conservatory Ask about our elopement ceremony package and nonprofit discounts!							

(Please see full rental rates package for complete details.)

For additional information contact the event staff at [garden.events@baltimorecity.gov](mailto:garden.events@baltimorecity.gov)

## **Garden Wedding Packages**

*(Please see individual listings for minimum time requirements.)*

<b>Garden Ceremony (4hr) + Vollmer Center Reception (7hr) – up to 200 people seated</b>	
Friday \$3100    Saturday and Sunday \$4500	
<b>Garden Ceremony (4hr) + Cylburn Mansion Reception (7hr) – up to 75 people seated</b>	
Friday \$2505    Saturday/Sunday \$3520	
<b>Garden Ceremony + Cylburn Mansion + Garden Reception (tent) – up to 250 people seated outdoors</b>	
Friday \$5005    Saturday and Sunday \$6020	
<b>Garden Ceremony + Rawlings Conservatory Reception – up to 60 people seated/150 cocktail-style</b>	
Friday \$2820    Saturday and Sunday \$4010	
<b>Garden Ceremony + Rawlings Conservatory + Garden Reception (tent) – up to 250 people seated outdoors</b>	
Friday \$5320    Saturday and Sunday \$6510	
<b>Elopement Package - Up to 35 people</b>	
Tuesday-Sunday \$500.00	
1hr rental, no food or refreshments permitted.	
Standing Ceremonies Only. Up to 10 chairs allowed for seniors and disabled.	
Weekend reservations accepted no more than 60 days in advance.	

## **Venue Descriptions:**

**Vollmer Visitor Center** - Capacity of up to 200 seated (dining and lecture style) and up to 250 cocktail style; Auditorium space, complimentary tables and chairs, handicapped accessible, upstairs and downstairs restrooms, catering warming kitchen, audio and visual equipment available for rental upon request.

**Cylburn Mansion** – Capacity of up to 75 seated (dining and lecture style) up to 125 cocktail style; Historic Victorian Mansion, complimentary tables and chairs, handicapped accessible, first floor restrooms, catering warming kitchen, four elegant historic rooms, central hallway, and covered wrap-around porch for use for private parties, audio visual equipment not provided, projector screen available for use upon request. Dancing is not allowed inside the mansion for historic preservation purposes.

**Greenhouse Classroom** – Classroom space with a capacity of up to 75 people seated (52 classroom-style) and 100 cocktail-style; Casual space with complimentary tables and chairs, fully handicapped accessible, restrooms, and outdoor gravel patio. Audio visual equipment is not provided, projector screen (projector **not** included) and dry-erase whiteboard are available for use.

**H.P. Rawlings Conservatory** - Capacity of up to 60 people seated (dining style) in the North and South Pavilions (60 people seated in each pavilion) and up to 150 people cocktail style, limited number of complimentary tables and chairs, handicapped accessible, restrooms, catering warming kitchen.

**H.P. Rawlings Conservatory South Pavilion** – Capacity of up to 60 people seated and up to 75 people cocktail style; sink and small refrigerator also available in the South Pavilion (cater warming kitchen not available during day-time rentals.)

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**Gardens** – Garden areas at Cylburn Arboretum and the Rawlings Conservatory are available to rent for wedding ceremonies and receptions only. The gardens are rented “as is” and are not guaranteed in quality or bloom. Many gardens include statues, benches, plants and floral displays or other decorations. These items are not to be moved, removed, changed, or destroyed. The gardens are considered a venue rental and follow the same use and refund policies as an interior space. Available Tuesdays/Wednesdays-Sundays 8am-12am. depending on location availability.\*

**Cylburn Mansion Stone Patio** – The Stone Patio, located on the north side of the Cylburn Mansion, offers a 60x40’ outdoor space surrounded by maple trees with easy access to the Mansion and formal garden. When you rent the Cylburn Mansion, the stone patio can be added on for a flat \$500 fee.\*

\*Tents are required for all receptions and are not provided by the venue. Tents may not remain on the property longer than four days. Installation must be scheduled with the event coordinator.

### **Additional Fees:**

Security Deposit/Damage Waiver (refundable)	\$1000.00
Deposit is separate from rental fees	
Additional Parking Attendant	\$100.00
1 attendant required for 130+ guests	
2 attendants required for 170+guests	
Audio Visual Equipment	\$150.00
Available only at Vollmer Center	
Outdoor Ceremony Chair Rental	\$4.00/chair
Available only at Rawlings Conservatory	
Set up and break down	\$150.00
Must give accurate floorplan to event coordinator 30 days before event	

### **Date Restrictions:**

**Rentals are not permitted on Thanksgiving Day/Weekend, Christmas Day, New Year’s Eve/Day.**

**An additional fee of \$500.00 will be applied to all holiday weekends including the following regardless of the day of week:** Easter, Memorial Day, Independence Day (July 4<sup>th</sup>), Labor Day, Columbus Day/Indigenous Peoples Day, and Christmas Eve.

**Ask about our nonprofit discounts!** Weddings, birthdays, bar/bat mitzvahs, retirement parties, and other private events do not qualify for the discounted rate. Events must be directly organized by and benefit the nonprofit organization applying.

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