FACILITY OVERVIEW
Howard P. Rawlings Conservatory
3100 Swann Drive, Baltimore, MD 21217

VENUE AMENITIES
Vendor only access for load in/out
Prep Kitchen (available after 4PM)
- Standard refrigerator
- Microwave
- Multiple 20-amp electrical outlets
Built-in Bar (South Pavilion Only)
- 3 compartment sink
- Mini-fridge
- Shelves for temporary storage
Outdoor catering pad for kitchen set-up
- Multiple 20-amp electrical outlets
- Water access
- Tent required
Garbage cans (50 gallon)
Recycling bins (30 gallon)
(1) Garbage and (1) recycling dumpster

FURNITURE
10 60” Round tables
10 6’ Rectangular tables
60 Chairs
100 padded folding chairs (additional fee)
6 Cocktail tables
Furniture for indoor/patio use only.

END OF EVENT DUTIES
Remove all personal and rental items
Wipe down countertops
Wipe down tables & chairs
Return borrowed furniture to storage
Remove garbage/recycling
Empty/wipe out refrigerator/freezer
Sweep and mop facility
Check-in with Event Assistant

SPECIAL NOTES:
No items or furniture may be set-up in the garden beds.
Access to electrical outlets in the garden beds requires BCRP staff assistance.
Use of oven/stove is not permitted.

FLOOR PLANS:

Contact the Rental Team at:
410-396-4860
garden.events@baltimorecity.gov

For more information, visit:
https://bcrp.baltimorecity.gov/about-rec-parks/rentals