

Rental Policy

GENERAL POLICIES

- The Dothan Area Botanical Gardens is a public garden and is open to the public during regular Garden hours even though some areas may be rented.
- Parking is limited to designated parking areas. No parking is allowed beyond the bollards and no vehicles are to be driven on the grounds for any reason.
- There is no inside facility in the event of rain. In the event of inclement weather, fees (except the \$100.00 damage deposit) are not refunded but considered a donation to the Dothan Area Botanical Gardens. Dates are reserved and prepared for in advance.
- Bubbles or flower petals may be used at weddings, but please do not throw rice or bird seed.
- Restroom and changing facilities are available through arrangements with the DABG Office.
- All areas must be cleaned after an event. Please make arrangements to bring trash receptacles. Trash must be bagged and can be left at The Gardens for pick up.
- Please supervise children for their safety, especially around pond areas.
- Receptions at The Gardens need prior approval as to time and location. No fires or cookouts are allowed but candles may be used with prior approval.
- The DABG is a no-smoking facility. If your guests smoke, all remnants must be removed before leaving The Gardens.

SET UPS, CATERING, AND DELIVERIES

- No tents are permitted in the Wedding Garden. Tents are allowed in other areas only with prior approval of the Dothan Area Botanical Gardens and must be set up and removed at agreed upon times after checking at the office.
- The Gardens does not provide furniture for outdoor use, but rented tables and chairs may be used in designated areas. The Gardens is not responsible for set-up of any tents, chairs, decorations, etc.
- Delivery and removal of all rental equipment must be coordinated with the DABG Staff. No delivery vehicles will be permitted on the grounds without prior approval.
- A list of sources for service providers (tents, caterers, furniture, flowers, etc.) is available in the DABG Office

CONTRACT AND FEES

- DISCOUNT: Dothan Area Botanical Gardens Members receive a \$50.00 discount on facility rentals.
- REHEARSALS: Wedding rehearsals must be prearranged to take place during regular DABG office hours or a \$20 per hour staff fee will be charged. Office hours are 8 a.m.-5 p.m., Monday-Friday.
- WEDDING/EVENT FEE: The rental fee for any area within the Dothan Area Botanical Gardens is \$350.00 on week days and \$400.00 on weekends and holidays. In addition, a staff fee (2 hour minimum) of \$20.00 per hour on weekends and after regular DABG office hours during the week will be charged. A staff representative is required at least one hour prior to the start of a wedding/event and through the reserved time. Events continuing past the reserved time will be charged an additional \$25.00 per hour and may be deducted from the damage deposit.
- DAMAGE DEPOSIT: A \$100.00 refundable damage deposit is required and will be refunded with 30 days provided there is no property damage. The contract signee will be billed for replacement costs plus incurred labor for damages exceeding \$100.00.
- All fees are due with the submission of the signed contract.
- CANCELLATION POLICY: Cancellation refunds are as follows: 100% prior to 90 days of the event; 65% from 60 to 90 days of the event; 35% from 30 to 60 days of the event; 0% for less than 30 days of the event. The damage deposit of \$100.00 will be retained by DABG in the event of any cancellation.