



Some of the more popular spots for events in the Botanical Gardens are:

\*The Creighton Pavilion - for larger events. This area is located just west of the shade garden and can accommodate 100 or more guests.

\*The Secret Garden - for intimate groups. This area is located in the middle of the shade garden.

\*The Conservatory - for small groups. This beautiful area houses our orchid collection in bloom. Weddings for 30 guests or receptions can be held in this tranquil space. For larger groups, canopies can be set up outside, with food and beverage buffet service set up inside the Conservatory.

\*Lake Behnke - for large or small groups. This site allows the bride to come across the wooden bridge for a magical entrance.

\*Under the Trees - for small to large groups. This shady area, located southeast of the parking lot, can accommodate groups of all sizes.

Please visit to see which area will be best for your event. The Gardens are open 7 days a week, except on major holidays.

## *One of Tampa's best kept secrets!*

The 7-acre University of South Florida Botanical Gardens offers a peaceful and beautiful atmosphere - an oasis in the middle of the bustling Tampa Bay Area.

The Garden's collections and displays include ferns, orchids, tropical and sub-tropical flowering trees, aroids, begonias, citrus, bromeliads and more, all in a natural setting located on the southern end of Lake Behnke.

The Gardens has areas that can accommodate large groups, and more intimate locations for smaller gatherings. Please come by and tour on your own. Then call to set up an appointment with Kim Hutton for more information.

It is our pleasure to help you schedule your day at USF Botanical Gardens.

USF Botanical Gardens  
4202 East Fowler Avenue, NES107  
Tampa, FL 33620-5150  
Phone (813) 974-2329 Fax (813) 974-4808

*The mission of the University of South Florida Botanical Gardens is to foster appreciation, understanding, and stewardship of our natural and cultural botanical heritage through living collections, displays, education, and research.*

*The USFBG serves the education and research needs of the University community and provides education and recreation opportunities for the Tampa Bay area community.*

**USF** UNIVERSITY OF  
SOUTH FLORIDA  
**Botanical Gardens**

*"Connecting People and Plants"*

*Special Occasions  
in the  
Gardens*

*Weddings, receptions, birthdays,  
memorials, graduation celebrations,  
and other events*

[www.cas.usf.edu/garden](http://www.cas.usf.edu/garden)



The USF Botanical Gardens offer a unique way to celebrate any special occasion - a peaceful retreat to nature where vows are exchanged and dreams begin.

The Gardens have open vistas perfect to accommodate large ceremonies. Or, if you prefer, lush, green tropical backdrops for more intimate gatherings.

Please check with our special events coordinator to make sure all details of your day are exactly the way you want. We are happy to work with a caterer of your choice for your reception arrangements.

For more information, please contact:

Kim Hutton, Special Events Coordinator  
(813) 974-2329  
khutton@cas.usf.edu



## Garden Services and Expenses

**\*Fees are subject to change.\***

Fees for the use of the Gardens are for a reserved location and a reserved time period (4 hours). This fee entitles the client use of the existing facilities of the Gardens on a first come, first served basis. Events can be scheduled from 9 a.m. to 9 p.m.

Fees for the use of the Gardens and any additional requests are due one month in advance. Tax is NOT included in the following amounts:

- \$100 non-refundable deposit is required to reserve a site and date.
- \$400 for the 4-hour event.

Any additional requests will be addressed separately.

For events over 30 guests, parking will be across the street and valets must be provided by the clients. The Gardens must be notified of the name of the person directing traffic.

All wedding couples will have an engraved brick with their names and wedding date.

## Additional Rental Fees

**\*Fees are subject to change.\***

All chair, table, and canopy rentals must be made at least one month in advance. Prices include set up.

Chairs (50 minimum)		\$30
Canopies	10' x 20'	\$50
	18' x 40'	\$100

Tables (each)	6'	\$6
	8'	\$7

## Rules & Regulations

\*Serving of alcohol is subject to authorization by USF. An alcohol request form must be submitted to the Gardens for approval. **The Garden Staff is not responsible for the alcohol consumption of event guests. The responsibility for alcohol serving and consumption is placed upon the person(s) renting the facility.**

\*No events will be held after 9:00 p.m. Clean up must be completed within one hour after event is over.

\*The Gardens request that visitors leave the Gardens in the condition that they found it. No plants can be damaged or destroyed.

\*No confetti or artificial objects may be thrown or distributed on the grounds.

\*The Gardens reserve the right to refuse entrance to any individual.