

# Reservation Information

To reserve your date, The Garden Center requires the damage deposit for the package of your choice, a valid Driver's License and Credit Card in the renter's name and a signed rental agreement. All damage deposits are fully refundable as long as the room(s) and/or gardens are returned per the rental agreement and all policies and procedures are adhered to during your event.

**Renters may serve Alcohol by submitting an additional non-refundable Security fee of \$250.** Renter is responsible for purchasing license through the Center's contracted Concessionaire at least 30 days prior to the event. **NO OUTSIDE ALCOHOL IS PERMITTED FOR ANY REASON! NO BYOB.**

The Garden Center has 70, 6x3 tables and 200 chairs for the hall included in the rental fee. **Only outside rental chairs may be used in the Gardens.** Rental fee does not include the set-up, however it does include the break down and storage of tables and chairs, and the basic cleaning of the facility after your event.

Rental Fee also includes Facility Monitoring for your event provided by the Garden Center to ensure adherence to all policies and regulations set forth in the rental agreement.

## Garden Ceremony Only

Includes access to the Gardens for 3 hours for ceremony & pictures only. **NO ALCOHOL OR FOOD! Not available on Saturdays.**

Damage Deposit	Rental Fee
\$600	\$600

## 12 Hour Rental Rates

(Time frames must be scheduled at time of reservation)

### *Friday, Saturday or Sunday*

**Grace's Package:** (not available **Saturdays** May-Sept)

Grace's Room (Accommodates 50 people) with access to kitchen, courtyard and prep room.

Damage Deposit	Rental Fee
\$500	\$800
W/Alc.	\$1100*

### **Pinon A Package:**

Pinon Room (Accommodates 200 people) with access to kitchen, courtyard and prep room.

<u>Damage Deposit</u>	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
\$700	\$1500	\$1300
W/Alc.	\$1800*	\$1600*

### **Pinon B Package:**

Pinon & Grace's Rooms with access to kitchen, courtyard and prep room.

<u>Damage Deposit</u>	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
\$800	\$1600	\$1400
W/Alc.	\$1900*	\$1700*

### **Garden Package:**

Pinon Room, Grace's Room & Gardens with access to, kitchen, courtyard. prep room and gardens for ceremony and pictures.

<u>Damage Deposit</u>	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
\$1000	\$2400	\$2000
W/Alc.	\$2700*	\$2300*

## 6 Hour Rates

(Time frames must be scheduled at time of reservation)

***Friday, Saturday or Sunday. Not available on Saturdays during May, June, July, August or Sept.***

**Grace's Package:** (not available **Saturdays** May-Sept)

Grace's Room, (Accommodates 50 people) with access to kitchen, courtyard and prep room.

Damage Deposit	Rental Fee
\$500	\$600
W/Alc.	\$900*

### **Pinon A Package:**

Pinon Room, (Accommodates 200 people max) with access to kitchen, courtyard and prep room.

<u>Damage Deposit</u>	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
\$700	\$1100	\$900
W/Alc.	\$1400*	\$1200*

**Pinon B Package:** Pinon & Grace's Rooms, with access to, kitchen, courtyard and prep room.

<u>Damage Deposit</u>	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
\$800	\$1200	\$1000
W/Alc.	\$1500*	\$1300*

### **Garden Rehearsal**

	<b><u>200 guests:</u></b>	<b><u>100 guests:</u></b>
<b>2 hrs (no food allowed)</b>	\$200	\$100

**Available with purchase of Garden Package Only!** Pre-event set up and decorating the day prior to the event may be arranged if the room is available at fee of \$50 per hour. **Additional Fees must be paid 10 business days prior to the event.** Rental Contract must be amended and all Rental Rules shall apply. **No children under 12 are permitted during Pre-event set-up and decorating.**

\*Does not include cost of alcohol license through concessionaire, Red Door Brewing

## Rental Information

The Albuquerque Garden Center has two rooms that are available for your private event. The Pinon Room accommodates up to 200 guests and is ideal for hosting a reception, anniversary or reunion, with space for catering, a DJ and a dance floor.

Grace's Room accommodates up to 50 people. It is perfect for any small gathering such as a baby shower or small reception. In addition it would be an ideal complement for a ceremony and/or party in the Pinon Room.

Both rooms allow access to our catering kitchen for pre-prepared or catered food, two sets of restrooms and our lovely Marie Torrens Courtyard. Kitchen must be cleaned by renter if used.

The entire facility including the private Gardens and both rooms can accommodate a garden ceremony with direct access to the reception room from the gardens. Our Gardens provide a perfect back drop for your event as well as photographs.

Sound System or Podium may be rented for an additional fee. Arrangements must be made at time of rental and fees paid at least 2 weeks in advance.

## Albuquerque Garden Center

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Weekend  
Party  
Rental Packages

2021/2022

Council of Albuquerque  
Garden Clubs, Inc.

Ask us about our discounted rates for  
Monday through Thursday events!