

Venue Hire

Weddings and photo sessions, Commercial photography, Memorial services, Naming ceremonies, Corporate and private functions, Training Centre

Beautiful sites available for hire

\$110 per hour, inc GST

Japanese Gardens

Evergreen and colourful deciduous trees in a simplistic and natural setting.

Syme Memorial Fountain

(near Conservatory)

This beautifully carved granite fountain is surrounded by colourful annuals, and set in a level courtyard.

French Memorial Fountain

(near Japanese Garden)

This fountain is set amongst a landscaped rock garden with a variety of trees and shrubs.

Anniversary Arch

(near Botanical Gardens Restaurant)

A romantic carved arch set at the base of stone steps, surrounded by tall shady trees and shrubs.

Lily Pond

(includes bridge and lawn area above)

This pond is surrounded by colourful annuals and shrubs as well as water lilies floating in the Pond.

Please contact our administration office during business hours Monday to Friday about other available sites.

Conservatory

\$220.00 per hour, inc GST

A magnificent setting, this beautiful stone building holds spectacular floral displays creating the most delightful and colourful backdrop to any ceremony.

This facility can accommodate approximately 80 people.

For everyone to enjoy the Conservatory please note the following conditions:

- Please do not bring food or drink into the Conservatory building unless formal catering is approved
- Alcohol is not permitted without prior approval
- Pots, plants and seats must not be moved or disturbed.

- To turn water fountain off in Conservatory

Catering

Do you need catering for your reception or function?

Contact the Botanical Gardens Restaurant on (03) 6236 3088 to discuss your requirements.

Training Centre

Our Training Centre is an intimate conference, workshop or meeting venue in a beautiful setting.

Available 7 days a week, it features:

- Refreshment facilities
- Air conditioning
- Electronic whiteboard
- TV and video
- Data projector
- Overhead projector
- Private kitchenette & toilet facilities

The Gardens offers sites suitable for many celebrations, meetings and gatherings.

- The plants must not be picked.
- No additional decoration is allowed.
- Confetti, rice, petals, etc. must not be thrown in the Conservatory building, grounds or car park areas of the Royal Tasmanian Botanical Gardens.

Administration staff must be notified in advance for:

- Availability of electrical outlet

The Centre can be used in either a meeting or theatre layout, accommodating up to 40 people.

Catering can also be arranged through the Gardens Restaurant

Bookings are essential – please contact our administration office on 03 6236 3050 for further details.

Conditions of Venue Hire

- There is no vehicle access inside the Royal Tasmanian Botanical Gardens. Please advise all drivers of this condition. No reserved parking is available.
- The Gardens are open to the public and while all effort is made to secure a booked site, visitors to the Gardens may encroach on this space.
- A private function after hours will require cleaning & security to be arranged by the Royal Tasmanian Botanical Gardens at additional cost.
- Confetti, rice, petals, etc. must not be used in the Garden grounds or outside the Gardens entrances.
- Visitors must vacate the gardens by closing time
- Bookings may be affected by external factors such as theatre performances and garden works. If this is likely you will be notified as soon as possible.
- The Gardens does not supply furniture and specific permission is required if you wish to bring any equipment or furniture into the Gardens.
- Gardens furniture may not be moved.
- No power is available to outside sites.
- Power outlets are available within the Conservatory provided you supply your own recently-checked and tagged power cords.
- All activities within the Gardens are subject to & must comply with the Royal Tasmanian Botanical Gardens Act 2002, or any subsequent Act. The Act is available at www.thelaw.tas.gov.au

FEES:

OUTDOOR SITES

\$110 per hour including GST for venue hire only

\$55 per hour including GST for photo session only

INDOOR SITES

Conservatory - \$220 per hour including GST.

Fees for photographs only in the Conservatory \$110 per hour including GST.

The Visitors Centre Foyer is available for small ceremonies of no more than 50 people at \$220 per hour including GST.

A refund of 50% for cancellation of your venue hire will only be given if we receive a minimum of four weeks' notice in writing prior to the date of the event, or in other special circumstances at the Director's discretion.

Book your site by filling in this application and forwarding it with your payment to the Gardens.

Please bring your signed application and receipt with you on the day as it may be requested.

Application

I have read the Conditions of Hire and I hereby agree to comply with these conditions as set out by the Royal Tasmanian Botanical Gardens:

Name(s) _____

Postal Address _____

Contact Numbers _____

Type of event _____

Date of Event _____

Time _____ until _____

Number of Guests _____

Location _____

Special Requests / partner's details _____

Signed _____

Payment Options

(Please circle)

Bankcard / Visa / Mastercard

Card Number

Expiry Date ____/____/____

Name as on card _____

PLEASE NOTE: Your personal information will be used for the purpose of hiring a venue within the Gardens that you have selected. The personal information may be used for other purposes permitted by the Royal Tasmanian Botanical Gardens Act 2002 and will be managed in accordance with the Personal Information Protection Act 2004.

For more information, please contact Gardens administration:

Phone: (03) 6236 3050

Fax: (03) 6236 3051

Email: rtbg@rtbg.tas.gov.au

Send completed form with cheque or money order (NOT cash) to:



Royal Tasmanian Botanical Gardens
Queens Domain, Hobart
www.rtbg.tas.gov.au