

# Picture Your Event at Phipps

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**OUTDOOR GARDEN** – One large garden made up of many smaller gardens, provides approximately one acre of outdoor tranquility. The Outdoor Garden includes a perennial garden, a collection of dwarf conifers, a border of flowering plants, annuals, semi-shade plants, medicinal plants and an herb garden.

**Outdoor Garden - \$650 plus \$50 per person inclusive**

- ❖ Three-hour use of the Outdoor Garden
- ❖ Capacity: Tents accommodate 200 seated
- ❖ Available: Any day, 10 a.m. – 3 p.m. (May through October)

**SPECIAL EVENTS HALL** – Imagine your event in the Special Events Hall featuring two floor-to-ceiling glass walls offering breath-taking views of the Tropical Forest and Oakland landmarks.

**Special Events Hall - \$650 plus \$50 per person inclusive**

- ❖ Three-hour use of the Special Events Hall
- ❖ Capacity: 200 seated
- ❖ Available: Monday through Saturday, 10 a.m. – 3 p.m.

**EAST WING** – Enjoy an intimate reception among three of our most popular rooms in the Conservatory: The Parterre de Broderie, East Room, Victoria Room and Sunken Garden.

**East Wing - \$650 plus \$50 per person inclusive**

- ❖ Three-hour use of the East Wing
- ❖ Capacity: 36 seated
- ❖ Available: Monday through Thursday and Saturday (6 p.m. – 11 p.m.); Sunday

**GARDEN CENTER** – The charming carriage house on the former Mellon Estate is a fantastic location for a casual reception. With two rooms, a quaint outdoor patio and a stage, it's ideal for your event.

**Garden Center - \$500 plus \$50 per person inclusive**

- ❖ Three-hour use of Garden Center
- ❖ Capacity: 100 seated
- ❖ Available: Any day

***Please note: Alcohol is not included in packages. If you would like alcohol, please inform us at time of booking.***

## IMPORTANT EVENT INFORMATION

- ❖ All prices are subject to change without notice until a rental agreement is in place.
- ❖ All rentals include rental staff supervision and most include one security attendant.
- ❖ Hours may be extended based on availability at an additional cost.
- ❖ Valet service is recommended for larger events.
- ❖ Photos are permitted only in the space(s) rented.
- ❖ Spaces may not be available for rent during flower show installation.
- ❖ The Event Sales Department cannot guarantee what flowers will be used or what will be displayed in any area of the Conservatory during a Flower Show.
- ❖ Scheduling an event appointment to view the space(s) you're interested in is recommended. Event appointments can be scheduled seven days a week but are subject to availability. To make an event appointment, please call 412-315-0685.
- ❖ You can treat your guests to a tour of the conservatory at 50% off the admission price when booking an event at Phipps. You must tour the day of the event. Please contact the Event Sales Department to arrange (must be prearranged and prepaid before date of event).