

# WEDDING CEREMONIES

## FAQs



### What does the location hire include?

- Exclusive use of the location for two hours. Additional time can be added at an extra fee. Please refer to the rate card (maximum four hours). This includes set-up and pack-down time.
- Wedding photography.
- Signage reserving the area.

### How many guests can I invite?

- We have a great range of locations suitable for ceremonies accommodating up to 500 guests:

Waratah venues	Capacity
Palm House & Lawn	120 standing/ 100 seated
Rose Garden & Pavilion (toilet facilities available)	200 on lawn/ 80 under pavilion
Bennelong Lawn*	200
Tarpeian Lawn	500
Acacia venues	
Herb Garden Pavilion & Lawn	60 on lawn/20 under pavilion
Lion Gate Lodge Garden & Awning* (toilet facilities available)	80 on lawn/80 under awning
Australian Rockery Lawn	100
Eucalypt Lawn	150
Harbour View Lawn	150
Mare and Foal Statue Lawn	150
Flower Bed Lawn	200
Fig Tree Lawn	200
Boronia venues	
All other lawns excluding Waratah and Acacia Lawns (15 persons max)	15

\*Venues only available for ceremony bookings eight weeks prior

We recommend you inspect the sites to ensure your preferred location is well suited to the size of your group.

### What furniture and decorations are permitted at the wedding ceremony location?

- Up to two tables.
- Seating for up to 30 people, or up to 100 people inside the Palm House.
- Flower displays or columns.
- Carpet or runner (no rubber backing).
- A bridal arch, chuppah, mandap, gazebo or similar ceremony cover. All structures must be weighted, not pegged. Maximum size is 3m x 3m.

No decorations can be attached to trees, buildings or other structures. Pegs or spikes are not allowed in the lawns and all items must be weighted. Balloons, party streamers, sparklers, fireworks (any form), fires (including kerosene lamps) and bamboo torches are not permitted.

Please note that while we do not have equipment for hire, we can provide a list of suppliers who use the Garden on a regular basis.

### Can we use a podium or stage?

Stages and podiums are not permitted.

### Can we throw confetti, petals or rice?

Petals are permitted but must be picked up afterwards.

The throwing of confetti and rice is not permitted.

### How do I access my lawn?

All equipment must be carried or wheeled to the ceremony location. A ranger escort (vehicle access) can be pre-arranged for your decorator/wedding supplier at an extra fee. Please refer to the rate card. There is no bridal vehicle access.

### Can we use a caterer?

Yes, you can provide your own catering or use one of the restaurants on site. A surcharge will apply to external caterers. (please refer to the rate card for details).

All caterers must comply with statutory health and WH&S (Work, Health and Safety) requirements. Food must be cooked off-site, barbecues are not permitted and the caterer's equipment is included in the furniture allowance. No food or drink can be sold.

## Can we serve alcohol?

Yes, you can engage a company that has a catering licence to serve alcohol, or serve your own alcohol (BYO) and follow the RSA (Responsible Service of Alcohol) principles outlined below:

- ✓ not serving alcohol to minors
- ✓ not serving intoxicated persons
- ✓ providing enough food and water
- ✓ ensuring the quiet and good order of your party.

Our rangers will ensure RSA principles are adhered to and will remove any intoxicated persons.

## Is power available?

Power is not available and generators are not permitted.

## Can I have speakers or amplified sound?

Yes, you can use a low-volume, battery-powered portable speaker or amplifier for the wedding celebrant. Please position speakers towards your area to minimise impact on other visitors.

## Can I have a band/music?

Yes, you may have a live acoustic ensemble of up to four people or low-volume pre-recorded music.

Bagpipes, drums, pianos or other amplification systems (such as electric guitars or keyboards) are not permitted.

## Can I have fire?

Fire and/or flames are not permitted.

## Is parking available?

Metered parking is available along Mrs Macquaries Road, Art Gallery Road and Macquarie Street. Secure undercover parking is available at The Domain Car Park and Opera House Car Park.

## Can I cancel my booking after it has been confirmed?

Yes, all cancellations must be sent via email to [events@rbgsyd.nsw.gov.au](mailto:events@rbgsyd.nsw.gov.au)

- Cancellations received more than one month prior to your booking will be given a 50% refund of the total fee received.
- Ceremonies cancelled less than one month prior to the booking date will not receive a refund.

## What do I do if it is raining on the day of my booking?

If you wish to cancel your booking on the day due to wet weather, please contact the Venue Services Office on (02) 9231 8172 before midday. If the office is closed, please leave a voicemail. In this instance your booking will be refunded minus a processing fee (please refer to the rate card for details). If notification is after midday on the booked date, a refund will not be given.

When cancelling on the day of your ceremony due to wet weather, please also ensure that you follow up your phone

cancellation with an email, within 14 days of your booking date, confirming your cancellation in writing to [events@rbgsyd.nsw.gov.au](mailto:events@rbgsyd.nsw.gov.au).

## How far in advance can I book a wedding ceremony site?

We accept bookings up to 18 months in advance.

The Bennelong Lawn and Lion Gate Lodge Garden & Awning are only available for wedding ceremonies within eight weeks of the booking date.

## What are the opening hours for the Royal Botanic Garden?

Opening times vary seasonally. Please refer to the opening times on our website ([www.rbgsyd.nsw.gov.au/Visit/Opening-Times](http://www.rbgsyd.nsw.gov.au/Visit/Opening-Times)).

All bookings must finish 30 minutes prior to the Garden closing times so you and your guests/suppliers are able to exit before the gates are locked.

## Will there be other people in the Garden on my wedding day?

Yes, the Garden is a public space and other events may occur at the same time. However, your chosen ceremony location will be reserved for your exclusive use.

Should you encounter any problems on the day including occupation of your reserved site, please contact the rangers on 0419 270 279.

## Is there rain coverage?

If rain is a concern, consider booking a lawn with a pavilion or alternatively one of our heritage indoor venues.

Shade structures and marquees are not permitted.

## Can you send me a map showing the location of my wedding ceremony?

If you want to have a look at our most popular wedding ceremony locations, please refer to the wedding locations map.

Upon confirmation of your booking, we will email you a map showing the location of your wedding ceremony site.

## How do I book a wedding ceremony site?

You can submit your application on our website. Please refer to the wedding ceremony booking form on the website.

## How can I pay for my booking?

We accept payment for wedding ceremony bookings via:

- credit card (MasterCard or Visa)
- electronic funds transfer.

## Can I book the trackless train?

Yes, the trackless train can be booked in advance. It's a great way to get your guests to your wedding ceremony site. Alternatively, you may like your guests to experience a tour of the Garden. For further information call 0417 001 911.