

TOWER HILL

BOTANIC GARDEN

On-Season Wedding Information

Thank you for considering Tower Hill Botanic Garden for your wedding day! We understand how important this day is for you, your family, friends and guests. Tower Hill's lush manicured gardens, mountain views, and beautiful architecture offer a unique and romantic backdrop for your special day.

From **late-May to early-September (on-season)**, Tower Hill can accommodate weddings of up to 150 guests. Ceremonies may be held in our Secret Garden, Lawn Garden, or Limonaia Conservatory. Cocktail Hour may be held in the Winter Garden or Great Hall. Receptions will take place in the beautiful 18th-century glass conservatory, the Orangerie.

Wedding Timeline: Tower Hill hosts one wedding per evening. Ceremonies are booked for a half hour period of time, beginning no earlier than 6:00pm. Receptions, including cocktail hour, are booked for a five hour period of time from 6:30pm-11:30pm, with the option for extension to keep the celebration going. The wedding party is permitted on the grounds one hour prior to the beginning of the rental period for pictures. Caterers and other vendors may begin setup at 4:00pm in the Orangerie and 5:00pm in all other locations. Breakdown will immediately follow the event.

Ceremony Rehearsal: For on-site ceremonies, rehearsals will take place the day prior to your wedding from 3:00pm-4:00pm.

Equipment: Tower Hill provides tables for your wedding. Chairs for ceremony and reception must be rented from a Tower Hill approved rental company, or your caterer.

Wedding Coordinator: Tower Hill's Wedding Coordinator is your main point of contact from the venue. Our Wedding Coordinator will assist you with financial, logistical, and facility details throughout the planning process via email, phone, or in-person meetings. Tower Hill's Wedding Coordinator will schedule a final planning meeting approximately four weeks before your wedding with you and your caterer to discuss all final details regarding your wedding. In addition to coordinating with vendors, our Wedding Coordinator will run your on-site ceremony and rehearsal, and ensure the flow and timing of your wedding day are on schedule.

Day-Of Event Assistants: Tower Hill provides up to two Event Assistants (based on guest count) who will assist the Wedding Coordinator the day-of ensuring all agreed upon details are implemented.

Beverage Service: Tower Hill is pleased to offer beverage service for your reception. The restrictions of the liquor license, which governs our operations, require that we provide both the servers and the alcohol served on the premises. Alcohol service starts after the ceremony and ends a ½ hour before the end of your reception. All beverage pricing is consumption based; there will be a 20% service fee on open bar. Tower Hill provides up to two bartenders for your event, based on a ratio of one bartender per every 75 guests.

Catering Service: Tower Hill maintains a list of approved caterers who are familiar with our policies, space capacity, and facility. They fully comply with all local, state, and federal laws. Only caterers from the approved list may be used for events at THBG. There are no exceptions. The caterer is responsible for providing all silverware, dishes, linens, and glassware for the tables and can also help coordinate the rental of your ceremony and reception chairs.

On-Season Venue Rates

(late-May to early-September)
guest capacity: 150

What's Included:

5 Hour Rental
1 Hour Pre-Event Access for Wedding Party Pictures
Wedding Coordinator, Event Assistants, & Bar Staff
2 Year Friend-Level Membership
Choice of Cocktail Hour Location (Winter Garden or Great Hall)
Reception Location (Orangerie)
Tables
One-Wedding Exclusivity
Final Planning Meeting
\$500 Refundable Security Deposit

Reception Rates:

Friday Evening* - \$8,000
Saturday Evening* - \$10,000
Sunday Evening* - \$7,000
Holiday/Holiday Sunday Evening* - \$10,000
**Rates are subject to 6.25% MA Sales Tax*

On-Site Ceremony - \$1,000:

Additional ½ hour Rental
1 Hour On-Site Rehearsal
Choice of Ceremony Location (Secret Garden, Lawn Garden, Limonaia Conservatory)

Extension Fee - \$750*:

Additional ½ hour Rental, added to end of Reception

Securing a Date: In consideration for the use of Tower Hill Botanic Garden, a signed contract and non-refundable deposit of \$4,500 is due.

Final Payment: The final payment will be comprised of the remaining venue fee and 6.25% MA sales tax and is due 30 days prior to your wedding.

Approved Caterers

Capers Catering	Stoneham, MA	(781) 279-5100	info@caperscatering.com
Fireside Catering	Burlington, MA	(781) 221-3003	info@firesidecatering.com
Peppers Artful Events	Northborough, MA	(508) 393-6844	eventinquiry@peppersartfulevents.com
Pranzi Catering & Events	Providence, RI	(401) 383-3631	info@pranzi.com
Struck Catering	Worcester, MA	(508) 755-5953	info@struckcatering.com
Tastings Caterers	Framingham, MA	(508) 879-9191	info@tastingscaterers.com