



MATTHAEI BOTANICAL GARDENS  
AND NICHOLS ARBORETUM  
UNIVERSITY OF MICHIGAN

1800 N. DIXBORO RD. ANN ARBOR, MI 48105

## Weddings at Matthaei Botanical Gardens!!

### Choose a Package Scheduling offerings:

We offer 3 different wedding packages to choose from. Each package includes an indoor rain back up. *We also offer Friday daytime incentives for our outdoor spaces!*

We also provide 3-time frames for onsite garden rentals- Early/ Mid-Day Afternoon/After 5:00

That way only one wedding at a time takes place.

**Note that conservatory ceremonies may only start at 5:30pm or 6pm  
Doors open at 5:15pm or 5:45pm –  
You must plan accordingly**

All ceremony rental packages allow time for Bridal Prep in a Ready Room, photos, a ceremony + more photos! Our onsite Ready Room is offered with all packages.

You can have photos taken in any garden location during your rental.

*During open hours one specific garden is private during your ceremony only*

### Choose a Garden locations:

We have four outdoor display garden locations at Matthaei to choose from. Each offers a unique bloom potential. The Perennial Garden and the Gateway Garden are popular gardens. For intimate groups we also offer the Herb Knot Garden and an indoor conservatory ceremony is restricted to a 5:30pm or 6pm private ceremony and evening lighting. Arriving earlier allows outdoor photos in during the public open hours.

### Indoor Conservatory for Evening Weddings:

**This location is best suited for small intimate wedding ceremonies of 60 guests or less.**

The conservatory operates as a museum during the day & does not become private space until 5:15 pm Weddings are offered in this unique setting during the spring, winter & fall. It has heat for winter weddings & flood lighting for elegant evenings. It is NOT rented during the summer months. It can only be rented after 5 pm and it is NOT private until 5:15 pm. It does not have a/c. Because it does not have a/c it is not rented in the summer months. Additional décor or arches are not required or encourage in the natural, lush setting. Scheduling photos prior to closing is fine with the understanding the space is not ready until 5:15 pm. Wedding guests enter at 5:15 pm – no exceptions.

***The conservatory cannot be rented on Wednesdays.***



#### **Conservatory Capacity**

60 chairs fit nicely under the conservatory bridge.

***We do not allow pets in any of our wedding spaces or gardens.  
We do not shut down the entire 100 acres of the venue for rentals.***

#### **Availability:**

Attached is a price sheet of garden wedding offerings, sample timelines and photos to review.

The timelines are just a sample.

Please feel free to consider what day of the week, and month you may be interested in for your special day.

Please understand that changes to the offerings cannot be made in terms of capacity and activities.



We will operate in compliance with any state, county, and U-M restriction policies regarding capacity for the foreseeable future.

### **Booking Process + Next Steps**

Once you choose a specific date, garden location & time the booking process could look like this:

- A specific date, time & garden location can be held for 7 business days.
- The 7-day hold is complimentary with a completed reservation detail request form.
- During the 7 day hold period a rental agreement is drafted and sent to you via email.
- Please consider all logistics of your day when scheduling your reservation as arriving early & changing your reservation down the road is often not an option.
- Upon receipt of an agreement, you have 2+ weeks to review, sign & return the agreement.
- Upon receipt of a signed agreement a payment link will be sent to you within 3 business days.
- The required deposit is one half of the rental amount.
- Payment is made via credit card to the link.
- The balance is due 30 days prior to the wedding date.
- A 45 minute bridal party walk through / rehearsal in the garden space is scheduled a maximum of 6 months prior to your wedding to take place the week of the wedding.

A pricing brochure is also attached. Please let me know what questions you may have. I am available in the office Tue - Thur from 10am - 4 pm for scheduled phone calls. Phone calls & in person tours can be scheduled around events. ***I am often servicing events and away from my desk on weekends and evenings hours. Please allow 2 business days for responses.***

Best,

*Michele*