



Wedding Rental Information and Rules

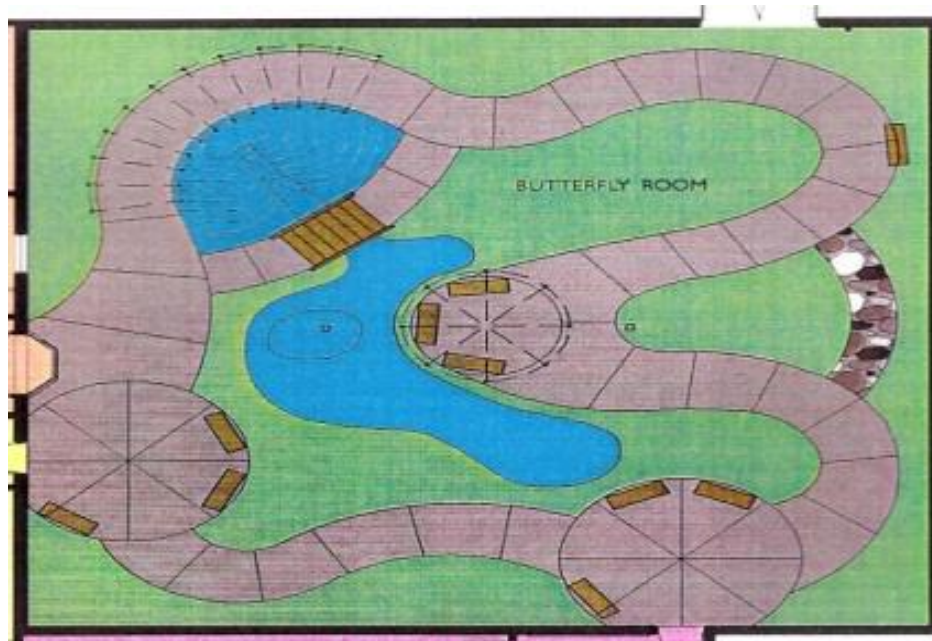
- Wedding rentals at the Butterfly House & Aquarium include the use of the Butterfly Conservatory, Cove, and lobby for up to 15 guests (this includes the bride, groom, officiate, etc.) for one hour.
- A map of the Butterfly Conservatory is attached for your planning use. We allow one free visit for 2 individuals to look at the facility. Additional guests will be offered the group rate.
- The ceremony, including pictures, family visiting and signing of marriage license is not to exceed one hour.
- If over 15 guests attend the ceremony, a guest list according to age must be submitted prior to the day of the rental. Fees for additional guests must be paid in full when remaining balance of rental is paid.
- The wedding party and guests should arrive no earlier than 15 minutes before the start of the ceremony. Anyone arriving before the agreed upon arrival time will be asked to wait outside our facility.
- At the guest arrival time, guests must wait in the Discover Den until staff assists guests into the conservatory.
- The signing of the marriage license may occur in the Conservatory or the lobby. A table can be provided if needed.
- Instruments or battery-powered music players may be brought into the Conservatory to provide music.
- Floral bouquets and boutonnieres are acceptable. However, decorations such as candles, toasting glasses, large floral arrangements, etc. are not permitted.
- A staff member will assist guests and the bridal party into the Conservatory and when exiting the Conservatory to ensure no butterflies escape from the Conservatory.
- Guests should be informed prior to the ceremony of all expectations and rules of the Butterfly Conservatory.
 - No food or drink besides water is allowed in the Butterfly Conservatory.
 - Encourage walking and refrain from touching or picking up the butterflies.
 - Stress the importance of checking everyone front and back before they leave the Conservatory for butterflies and then again in the vestibule with mirrors.
 - These expectations are part of our everyday policies.
- If the wedding party has not arrived 30 minutes after scheduled start time, the wedding rental is forfeited and no reschedule/refund will be issued.





Wedding Rental Fees

- The cost is \$500.00 plus tax.
- A \$250.00 plus tax, non-fundable deposit is required on the day of booking.
- A credit or debit card must be provided on the day of booking as part of the deposit.
- Full payment is due 7 days prior to the day of the ceremony.
- Wedding Rentals are scheduled Monday - Sunday from 5:15pm to 6:15pm, Saturdays from 9:00am to 10:00am, or Sundays 10:00am to 11:00am.
- An additional \$50.00 per 15 minutes will be charged should the wedding party and guests go past the one-hour wedding rental.
- An additional \$50.00 per 15 minutes will be charged should the wedding party and guests use the facility space before the guest arrival time.
- If over 15 guests are attending, the additional guests will receive \$1 off regular admission rates.
- Butterfly releases may be requested and cost \$20.00 per butterfly.





Wedding Reservation Application

Spouse A: _____ Spouse B: _____

Spouse A's Phone: _____ Spouse B's Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____ Email: _____

Wedding Date: _____ Ceremony Time: _____ Number of Guests: _____ Time of Arrival: _____

Number of Butterfly Releases: _____ Envelope Message(s): _____

Payment

_____ Wedding Rental Deposit \$250.00 – **All deposits are nonrefundable once your reservation is confirmed.**
(POS # 700005)

_____ Wedding Rental Paid in Full \$500.00 (POS # 700003)

_____ Fee for exceeding wedding rental time \$50.00 per 15 minutes (POS # 700000)

_____ Butterfly Release \$20.00 (POS # 700021)

Additional Guests

___ 2 & Under Free (POS#900000)

___ Age 3 - 12 \$8.00 (POS#900101)

___ Age 13 - 59 \$11.00 (POS#900002)

___ Age 60+ \$10.00 (POS #900003)

Credit or Debit Card Information

Name on Card _____

Visa Mastercard Discover Am. Express

Number _____

Expiration ____/____ Security Code _____

Billing Zip Code _____

We have read and signed this agreement, indicating that we understand all the terms and conditions as specified.

Signature: _____ Deposit Date (non-refundable) _____ \$ _____

Signature: _____ Remaining Balance/Due Date _____ \$ _____

Office use only: Date received _____ Postmark _____ Staff initials _____

Payment amount \$ _____ Check No. _____ Cash Credit Card

Butterfly House & Aquarium
4320 S Oxbow Ave, SF, SD 57106

