Book the perfect Gardens venue

• Weddings
• Parties
• Business events
• Community events

Free Wi-Fi
“We chose the Darwin Botanic Gardens for our ceremony and reception because of the incredible tropical feel of the gardens, where the lawns and surrounding trees and flowers give a relaxed, lush and very Territorian vibe. Our friends and family came from all throughout Australia and enjoyed the day and night celebrating our wedding. The Gardens are family-friendly and staff were a pleasure to deal with.”

Sarah Andrews and Nick Horsley Wedding 2019
Holding a function at the Gardens

The beautiful George Brown Darwin Botanic Gardens has many different areas to meet all your venue needs. From gorgeous intimate spaces for special ceremonies, to extravagant expanses of lawn to cater for your big corporate event. Please note other areas may be possible, check with the Event Coordinator. You can apply to hold an event or a function such as a wedding at the George Brown Darwin Botanic Gardens. Other community-based or individual events may be held on the same day at other locations within the Gardens, Eva’s Cafè or the Darwin Amphitheatre. Every effort will be made to run these harmoniously.

Please note: all suppliers must ensure they have been inducted to work on-site and any cool rooms, dance floors, marquees, lighting etc are compliant with relevant legislation.

HOW TO BOOK YOUR VENUE IN 3 EASY STEPS

Choose an area

Read on to find out about the many different areas we have to choose from.

Confirm a date

Confirm your preferred date is available with the Event Coordinator.

Please be aware that your booking is for the specific function site you have selected and does not imply exclusive usage of the Gardens.

Complete the forms

Once your venue and date are confirmed with the Event Coordinator you will need to complete the following:

Booking Permit 13A/13
A permit that details the terms and conditions for use of the venue.

Payment and Bond Authorisation
A form used for site and bond payment. Bond will be invoked if the site or keys are not returned in good order.
The Visitor and Event Centre and Mini Amphitheatre are available for hire for corporate functions, exhibitions, presentations, music and theatre productions, weddings, parties and more. There is modern food storage and a heating and serving facility with walk-in cool room.

The internal space holds 120 (seated) and the external verandas can accommodate more depending on the set up. The Mini Amphitheatre can comfortably seat 300-plus on grassed terraces.

**BEST FOR**
Small to medium events

**CAPACITY**
120 seated, larger numbers can be accommodated using surrounds

**FACILITIES**
Powered site inc 3phase with cool room, freezer, full food prep area and catering equipment

**PARKING**
Gardens Road car park, with overflow parking at Geranium Street or Mindil Beach

**COMMENTS**
For bookings please contact the Events Coordinator on (08) 8999 4433

**SITE FEES**
Check with event coordinator
Visitor and Event Centre
Fees and Charges

The following is a guide only. George Brown Darwin Botanic Gardens will consider each application for an event individually.

Fees for events will be negotiated case by case, based on the scale and nature of the event (event type), staffing resources required prior to, during and after the event and site management fees. A security deposit may be required, following an assessment of the risk of damage to the site or infrastructure.

The Visitor and Event Centre hire includes the following:

- Fully air-conditioned venue that can seat up to 120pax.
- Food preparation area, cool room, a store room, freezer, warming oven, large sandwich press, microwave, large toaster, small fridge, bain marie, boiling water, double sink, dishwasher and large serving bench.
- The Little Frangipanni Hill Amphitheatre.
- Outside decking.
- Access to power supply throughout the venue, including 3phase.
- Designated drop off/pick up area for supplier vehicles/mobility impaired/ with direct ramp access.
- Late security lock up (night event).

The Visitor and Event Centre hire does not include:

- Provision of staff.
- Tables, chairs, decorative items, full table step-up.
- Catering supplies such as silverware, serving utensils, tableware.
- Audio visual infrastructure.

Please note: Security bond for all events is via signed credit card authority and may be invoked if the venue is not left in good order.

Check with event coordinator regarding all fees.
Holtze Lawn
Access via Geranium Street entrance.

This lovely lawn area features an attractive circle of large golden canes in the central area of the lawn, and a border of colourful, evergreen shrubs, ground covers and palms are located around the perimeter of the lawn.

Features crotons, heliconias, and desert rose garden display.

**BEST FOR**
Small to medium events

**CAPACITY**
100 to 250+

**FACILITIES**
10 x 15 amp powered site with toilets, and minimal street lighting

**PARKING**
Geranium Street entrance car park off Stuart Highway

**COMMENTS**
Will need additional lighting at night, water bubbler nearby

**SITE FEES**
Check with event coordinator
Holtze Lawn
Intimate private grassed area behind Holtze Lawn and the back of our Plant Display House.

Ideal for intimate parties, wedding ceremonies and celebrations.

Features bromeliads and orchids in the Plant Display House.

**BEST FOR**
Small to medium events

**CAPACITY**
Up to 300 standing

**FACILITIES**
Power available at Holtze Lawn with toilets nearby, 1 x floodlight

**PARKING**
Geranium Street entrance car park off Stuart Highway

**COMMENTS**
Will need additional lighting at night, water bubbler nearby

**SITE FEES**
Check with event coordinator
Heritage Lawn

Access via Gardens Road entrance.

Large expanse of lawn surrounded by a creek bed, garden beds and Kimberley boab.

This lawn area suits large functions and is ideal for corporate events and wedding receptions.

Features boabs, gingers, rain trees, and travellers palms.

**BEST FOR**
Small to large events

**CAPACITY**
Up to 800 people

**FACILITIES**
6 x 15 amp powered site with toilets at Event Centre

**PARKING**
Geranium Street entrance car park off Stuart Highway

**COMMENTS**
Will need additional lighting at night, consider portable toilets for this venue

**SITE FEES**
Check with event coordinator
Coconut Lawn
Access via Gardens Road entrance.

This large, sunny and level lawn area is located on the left hand side of the Gardens Road entrance and the Central Green car park.

This site is ideal for large gatherings and corporate balls or functions.

Features coconut palms, calophyllums (beauty leaf), saraccas & manitoas.

**BEST FOR**
Large community events

**CAPACITY**
5,000+

**FACILITIES**
4 x 15 amp general power outlets, 4 x 3phase and C form plug available, toilets behind Eva’s Café

**PARKING**
Gardens Road car park

**COMMENTS**
Will need additional lighting at night

**SITE FEES**
Check with event coordinator
The Fountain is one of the most popular areas in the Gardens. A beautifully manicured lawn and paved area is situated directly in front of the fountain. The backdrop to the fountain is highlighted with numerous tall trees and palms. There are bridges situated at the end of the pond, perfect for those 'fairytales' wedding shots. Check fountain running times on opposite page. Features rain trees and black bean trees.

**BEST FOR**
Small to medium events

**CAPACITY**
100+

**FACILITIES**
2 x 15 amp general power outlets and 3 phase power on pump shed available, toilets at Event Centre

**PARKING**
Gardens Road car park

**COMMENTS**
Will need additional lighting at night, consider portable toilets for this venue

**SITE FEES**
Check with event coordinator
FOUNTAIN TIMES

1 May to 31 October:
9.00-9.30am, 10.15-11.00am, 11.45am-12.15pm, 1.15-2.00pm, 2.45-3.30pm, 4.15-5.00pm,
5.45-6.30pm, 7.15-8.00pm

1 November to 30 April:
9.00-9.45am, 10.45-11.30am, 12.30-1.15pm, 2.15-3.00pm, 4.00-4.45pm

Fountain Area
Secluded, peaceful, private area located on the northern side between the rainforest and the open woodlands area. Tropical shade trees provide a cool shady atmosphere.

A bridge leads down the steps to a lawn area set off by two stone walls and surrounded by pastel and white scented flowering plants. This is an ideal venue for small weddings, plays and intimate events.

Features canopy of burmese rosewooods, rare tropical palms and heliconias.

**BEST FOR**
Small events

**CAPACITY**
50 people standing

**FACILITIES**
Unpowered site, no lighting or toilets on-site

**PARKING**
Gardens Road or Geranium Street car park, discuss with Events Coordinator

**COMMENTS**
Toilets located adjacent to Holtze Lawn at the top of the Gardens or in Event Centre

**SITE FEES**
Check with event coordinator
Borassus Lawn

Access via Geranium Street entrance.

A large and versatile shady area directly opposite the Event Centre. This area is close to facilities and car parking making it a flexible area.

Features borassus palms and is bordered by large rain trees and Daly River satinash trees.

BEST FOR
Small to medium events

CAPACITY
100+

FACILITIES
3 x 15 amp general power outlets and 3 x 3 phase power available

PARKING
Gardens Road car park

COMMENTS
Will need additional lighting at night, toilets at Event Centre

SITE FEES
Check with event coordinator
An eclectic mix of succulent plants, including a collection of baobabs that grow naturally in Africa, Madagascar and Australia.

Most of the plants are specialists in surviving warm to hot, dry climates where rain may not fall for 8 to 10 months of the year.

Some of the plants are now rare and endangered in their home countries.

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**Venue Hire at George Brown Darwin Botanic Gardens**

**Best for**
Small to very large events

**Capacity**
1000+

**Facilities**
Unpowered site, no lighting, toilets, or potable water on-site

**Parking**
Gardens Road car park

**Comments**
Will need additional lighting at night, consider portable toilets for this venue

**Site Fees**
Check with event coordinator
Central Green

Access via Geranium Street entrance.

If you don’t want people to miss your event then the Central Green is for you. Situated in the open space centred in the main car park.

It features beautifully manicured lawns with rain trees and ceylon oaks nearby.

BEST FOR
Small to medium events

CAPACITY
100+

FACILITIES
3 x 15 amp general power outlets

PARKING
Gardens Road car park

COMMENTS
May need additional lighting at night, toilets behind Eva’s Cafè

SITE FEES
Check with event coordinator
This unusual private area of the Gardens is located near the Geranium Street car park. It has several intimate, shaded areas. It is easily accessible and is something quite different where you could create something special.

The area also boasts a complete collection of Territory, Northern Australian, South East Asian, South American & African cycads and Madagascan species of merinda, and pachypodium.

**BEST FOR**
Small to large events

**CAPACITY**
Up to 500

**FACILITIES**
2 x 20 amp general power outlets, 2 x 3 phase power.

**PARKING**
Geranium Street car park

**COMMENTS**
Will need additional lighting at night, water available, tap key required, toilets at Holtze Lawn

**SITE FEES**
Check with event coordinator
Eva’s Café
Access via Gardens Road entrance.

This old Wesleyan Church now stands proudly near the Gardens Road entrance. Its vintage, rustic interior provides the perfect environment for private functions.

Offering catering for both internal and external events, this site is ideally suited for wedding receptions after ceremonies in the Gardens, birthday celebrations, corporate functions and more. Features exterior wooden decking area on both sides.

This venue is extremely flexible and needs to be seen to be appreciated.

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**BEST FOR**
Small to medium events

**CAPACITY**
80 people seated and up to 250 standing

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**FACILITIES**
Power and lighting available in all areas

**PARKING**
Gardens Road car park

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**COMMENTS**
Evas café is commercially managed, for bookings and enquiries contact events@botanicgardensCafé.com.au

**SITE FEES**
Available on request from Eva’s Café - 0447 474 776
Conditions of booking

Please note that you (and/or your suppliers) will be bound to permit conditions stated on the permit booking application (Booking Permit 13A/13).

FOR USE OF EVENT CENTRE

- Supplier and contract vehicles can enter from Gardens Road car park (at walking pace with hazard lights on). Drive over the bridge near fountain to the drop off at the far end left of the building. After drop off vehicles must return to car park. At no time may vehicles remain parked for longer than 10 minutes.
- Bollards will have been left down in preparation for any supplier vehicles, security will replace these as they lock up.
- All furniture or anything that will sit on the floor (inside or out) must have proper rubber or felt stoppers or mats to prevent scratching or gouging of the floor.
- Any liquid spills on floor must be mopped up with a damp mop, cloth or sponge immediately.
- Full instructions for all prep kitchen appliances must be followed at all times.
- You will have been shown lighting, block out blinds, ceiling fans and air conditioning instructions and these must be followed.
- Air conditioning cannot be on if all doors are kept open.
- You will have nominated a finish time that includes clean and tidy up contingency...Security will attend but if finishing earlier or later than your requested time (as per your permit) you must call security on 0488 947 536 (patrol in operation in that area from 1700-0330) or 0488 947 523 (patrol in operation in that area from 0330-0800).
- There will be an additional security fee if any of the nominated times are not adhered to.
- Hire of the Event Centre includes the front and back deck and the mini amphitheatre.
- We expect the areas to be returned in the condition in which you received them in. Should this not be the case and extra cleaning and/or repairs are needed, then some or all of your bond may be required.
- Please report any damage or issues with the building or amenities.
- Currently there are no tables, chairs or AV included as part of the hire.
- All rubbish must be removed once the event is finished or by 9am the following morning by your supplier.
• Unless agreed to otherwise, all hire equipment must be removed from the centre by no later than 9am the following day.

• Hire times are as per your permit booking request and earlier or later deliveries may not be possible.

• No hanging of any objects from railings or attaching to walls other than designated artwork hanging points.

• No objects to be dragged across floor surface or dropped on floor surface.

• No ice to be tipped on to grassed areas (it ‘burns' the grass).

• The site is cleaned and all rubbish and items removed - You may need to discuss this with your organiser or caterer. If the site is not clean and tidy by 7.00am the following day, at the latest, we will arrange cleaners and charge fees against your bond authorisation.

• All keyed areas are locked and bollards reinstated at end of your function.

• Keys, taps etc. (if used) are returned within 2 days of function.

• Your event and hire companies (if used) are made aware of permit conditions.

• The site fee can be only be refunded (via EFT) up to 6 months out from the event if we have notice.

• Additional conditions apply to use of the Visitor and Event Centre and are noted on your permit booking.

FOR USE OF GARDENS

• Ensure anything like cool rooms, dance floors, marquees, extra lighting, etc. are compliant with regulations.

• Wedding and contractor cars are allowed access into the Gardens (at walking pace) to drop off and pick up only. No parking except in car parks. No driving on grass.

• No stakes, star pickets or ground penetration to be used.

• Loud noise or music ends at midnight (11pm weekdays).

• The grounds are vacated by no later than 1am (unless negotiated otherwise) when main gate entries will be locked.

• No disturbance of native vegetation and wildlife.
Contact

Nigel Walsh
Events Coordinator, George Brown Darwin Botanic Gardens

Phone: (08) 8999 4433
Email: botgardens.darwin@nt.gov.au