

Welcome

Thank you for considering Santa Barbara Zoological Gardens as the venue for your very special event! With its exotic gardens, majestic ocean views, and diverse animal collection, the Zoo is the ideal setting for any occasion.

From the most elegant dinner party to a relaxed company picnic, the Zoo affords your guests an experience they'll never forget. The Zoo offers many after-hours options, on-site catering for daytime events, and host services in order to ensure that your event is a success.

ABOUT SANTA BARBARA ZOOLOGICAL GARDENS

The Zoo is located on nearly 30 lush acres of botanic gardens overlooking the Pacific Ocean. Known as the world's most beautiful zoo, it is also home to more than 500 animals. These ambassadors of the wild are exhibited in open, naturalistic habitats. As you wander through our Zoo, notice how the animals blend in with the natural beauty of the gardens.

More than just a pretty face, Santa Barbara Zoological Gardens promotes conservation, species survival, and education. Since 1963, the Zoo has been dedicated to the preservation, conservation, and enhancement of the natural world through education, research, and recreation. The Zoo is part of an international effort to conserve rare and endangered species of wildlife, and is nationally accredited by the American Zoo & Aquarium Association (AZA).

THANK YOU

Santa Barbara Zoological Gardens is a private, nonprofit organization. Revenues from private events support the operation and development of the Zoo, help support conservation efforts, and enrich our education programs.

Site tours are available by appointment. Please contact our Private Events Department to plan an affair to remember.

Thank you for your support!

(805) 962-5339 • 500 Niños Drive, Santa Barbara, CA 93103 • www.sbzoo.org

Catering

ZOO CATERING

The Zoo offers in-house catering for daytime events. Please refer to the enclosed catering brochure for menu and pricing information or contact the Private Events Department to request a menu. The Zoo is not able to cater after-hours evening events but is happy to make recommendations for outside caterers. Please contact the Private Events Department for a Recommended Vendor List.

OUTSIDE CATERERS

Outside caterers are permitted during both daytime and evening events. A 15% Water/Trash/Electricity fee applies to all events catered by outside companies. This fee will be based on the food portion of the catering bill only and covers the cost of water, electricity, and trash hauling. Trash must be bagged and the kitchen/event areas left in good condition by the caterer.

SELF-CATERING

The Zoo permits self-catering of evening events for a fee of \$300. This fee covers the cost of water, electricity, and trash hauling. You will be responsible for bagging the trash and leaving the kitchen/event areas in good condition. Please note that portable barbecues are not permitted. Barbecue grills are located on the Hilltop and are available for use on a first-come, first-serve basis. No self-catering fee applies to daytime events.

ALCOHOLIC BEVERAGES

Alcohol is permitted for Private Events, but the Private Events Department must be notified in advance that you will be supplying alcohol. The alcohol must stay at your reserved site at all times and someone in your group must attend the alcohol at all times. If alcohol is being sold to your guests, you must obtain a license through the ABC and present the license number to the Private Events Department two weeks prior to the event.

Options

ANIMAL ENCOUNTERS

As a special treat, you can arrange to have an animal brought out to your group for an intimate encounter. A Zoo staff member will give a 15-20 minute animal presentation. Available animals include snakes, skinks (large lizard), chuckwallas, turtles, tortoises, frogs, or rabbits. Requests can be made for a specific animal, but due to weather restrictions we cannot make any guarantees.

ANIMALS OUT LATE

Ordinarily, many of our Zoo animals are moved off exhibit between 4:30 p.m.-5:00 p.m. You may have the animals kept out for an additional period of time (up to three hours) for your event. This option is available from April – September only. Please note that the Zoo needs a minimum of one hour of daylight to put the animals away. If your event is affected by this policy, the fee will be pro-rated.

KEEPER TALKS

Curious about elephants? Fascinated by giraffes? Schedule one of our expert Zookeepers for a private talk about an animal of your choice. Keeper talks take place at the animal's exhibit and must occur in conjunction with the Animals Out Late option. Please contact the Private Events Department for further information.

BIRD GREETING

Your guests will be greeted by a red-tailed hawk, tawny frogmouth, raven, macaw, or eclectus parrot. One bird is available per event. This unique opportunity is available from 5:00 p.m. – 6:00 p.m. during the months of April – October. Due to variable weather conditions, we are unable to take requests for a specific bird.

SPECIAL ANIMAL OPTIONS

Additional after-hours animal options are available, including Giraffe feedings, Behind-the-Scenes presentations, and Lorikeet feedings. These options are dependent upon animal availability, time of year, and group size. Please contact the Private Events Department for more information.

CAROUSEL RIDES

Small children (4 feet tall & under) can ride our hand-made animal carousel, located across from the elephant exhibit. If your guests would like to ride the carousel before 5:00 p.m., they must purchase individual tickets. The carousel is available for rental for up to three hours, daylight permitting.

TRAIN RIDES

A miniature train circles the Zoo on a fifteen-minute tour, which includes a peek "behind the scenes." The train station is located next to the giant anteater exhibit. For a fee, your group may have exclusive use of the train after the park closes at 5:00 p.m. If your guests would like to ride the train before 5:00 p.m., they must purchase individual tickets. The train is available for rental for up to three hours, daylight permitting. An extra train is recommended for events with guest attendance over 750. In the event of rain, the train will not be available. If your event is affected, the bill will be pro-rated accordingly.

PARTY FAVORS & DECORATIONS

The Zoo gift shop offers many options for party favors and decorations for your event. From fun merchandise, such as stuffed animals, to elegant options like candles with animal prints, the Zoo's gift shop can help add that "something wild" to your event. Contact the gift shop for pricing and options.

IMPORTANT INFORMATION

After-hours options require at least three weeks' advance reservation. All after-hours options begin at 5:00 p.m. No half-hour options are available. These options require a minimum of two weeks' notice for changes and/or cancellations. If cancellations are made less than two weeks prior to the event, you will be billed for the options.

FAQ's

FREQUENTLY ASKED QUESTIONS

Can I use candles, balloons or any other types of decorations?

Candles, tiki torches, piñatas and other decorations (floral, crepe paper, etc.) are allowed. Balloons, straws, and luminaries are not permitted.

Can I bring in any lights?

Yes, we encourage you to bring in additional lighting, including candles, tiki torches, string lighting, paper lanterns, etc. We have recommended lighting designers that can assist you with planning the appropriate lighting for your event; please refer to our Recommended Vendor List for contact information.

Can I bring in entertainment and games for my event?

We allow many different types of entertainment at our evening events, including live music, DJs, Caricature artists, hypnosis shows, etc. For the safety of the animals, we do not allow any games involving balls or Frisbees or egg/balloon tosses. Also, if you plan to have a bouncer or dunk tank at your event, we require a certificate of insurance from the company providing the equipment. Please contact the Private Event Department with any questions or for information on recommended vendors.

Can you recommend a good caterer/bakery/florist/etc.?

We are happy to make recommendations of vendors that have been successful here in the past. Please contact the Private Events Department for a Recommended Vendor List.

Can I bring in any toys for my event?

To ensure the safety of our animals, bicycles, frisbees, balls (all types), skateboards, water guns and roller skates are not permitted inside the Zoo at any time.

How many people will fit on the train?

Each train will hold up to 50 guests. An additional train is recommended for events with over 750 guests.

What if my guests want to enter the Zoo before my event starts?

Guests will not be admitted to enter the Zoo until 4:00 p.m. on the day of the event. If your guests want to enter before 4:00 p.m., they must pay the general admission rate – discounts and Zoo memberships do not apply.

What if some of my guests have a hard time walking up the hill to my event?

An electric cart is available to assist people with special needs.

Can I use the Zoo's picnic tables?

The Zoo's picnic tables may be available for use but must be reserved in advance and are not a part of the Hilltop/Palm Garden reservation. If you are interested in reserving picnic tables, please contact the Private Events Department for further information.

What is the biggest size vehicle that can come into the Zoo?

26 feet is the maximum size of delivery trucks that will be admitted into the Zoo.

Can any vehicles stay at the hilltop during my event?

Only catering and/or beer trucks are permitted to stay at the Hilltop during an event. A maximum of four vehicles is allowed at the loading dock for an event.

Can we have a limousine drive us into the Zoo or pick us up after the event?

Yes, as long as it is a regular sized limousine. Please note: stretch limousines, SUV limousines, and trolley cars are not permitted in the Zoo.

Is throwing rice allowed?

No rice, birdseed, or confetti may be thrown. Flower petals and bubbles are allowed.


Can I bring my pet or any other animals into the Zoo?

Butterfly release is allowed (native species only). No pets or other animals (except seeing-eye dogs with approval) are allowed.

Where do I get event insurance?

The best source for wedding insurance is on-line. There are many websites that provide general liability insurance for weddings, private parties, and other special events. For example, you can go to www.wedsafe.com and purchase their event liability insurance. Please make sure that the policy you purchase has a general aggregate limit of \$1,000,000 and names the Zoo as an additional insured. The cost for this insurance is around \$200.

Sites

Below is a list of sites available for Private Event use. Those marked with a  symbol are available for daytime use. After hours rental use is from 5:00 p.m. to 10:00 p.m. year round; however, your group may enter the Zoo as early as 4:00 p.m. After the park closes at 5:00 p.m., your group will have the entire Zoo to roam and enjoy in privacy.

Hilltop

Capacity: 2500

With magnificent views of the ocean and mountains, this large grassy area is the perfect site for company events, elegant dinners and wedding receptions. There are barbecue pits along with a preparation area to accommodate catering needs. This area provides plenty of space for large group activities.

Palm Garden

Capacity: 275

Our Palm Garden envelops you in beauty and splendor, and is the right size for a family reunion, picnic, or wedding ceremony. Outstanding ocean views accompany this secluded setting. Available for evening and daytime events.

Entrance Courtyard

Capacity: 120

A terrific alternative for dinner parties or cocktail receptions, the courtyard is an open area that features a landscaped pond. This area is available from 7:00 a.m.-9:30 a.m. for morning events such as company breakfasts; for evening events, setup must begin after the Zoo closes at 5:00 p.m.

Cats of Africa Patio

Capacity: 20 (sit-down dinner), 75 (cocktail party)

Your guests will enjoy magnificent views of the Pacific Ocean and prime viewing of our African lions and Black-footed cats on this beautiful new patio. The perfect spot for a cocktail party or small dinner party! This area is available from 7:00-9:30a.m. for morning events; for evening events setup must begin after the Zoo closes at 5:00p.m. *April - September only.*

Twig Room

Capacity: 34

The Twig Room at the Ridley-Tree House Restaurant is a convenient spot for receptions, company meetings, or seminars. It is available as an addition to the entrance courtyard.

Cabrillo Lawn

Capacity: 300

This lawn area near the Cats of Africa exhibit is a beautiful expanse of grass with ocean views and plenty of trees. This area is excellent for company picnics, birthday parties, family reunions, or retreats. Available for daytime use only.

Karisoke Outpost

Capacity: 10 (sit-down dinner), 50 (cocktail party)

If you're looking for a unique spot to host an intimate dinner party or wildly different cocktail party, look no further. The outpost was inspired by Diane Fossey's mountain gorilla research station. Watch our lowland gorillas eat and play, while dining or drinking in this cozy area. Discover the true meaning of party animals, and give your guests an experience they won't forget! This area is available from 7:00-9:30a.m. for morning events; for evening events setup must begin after the Zoo closes at 5:00p.m. *April - September only.*

Dreier Elephant Junction

Capacity: 60 (sit-down dinner), 125 (cocktail party)

Centrally located, Elephant Junction includes a patio area and a large deck overlooking the elephant exhibit. The space provides the perfect setting for a cocktail or dinner party. Please note that this area is available from 7:00 a.m. – 9:30 a.m. for morning events such as a meeting or company breakfast; for evening events, set-up must begin after the Zoo closes at 5:00 p.m.

Hexagonal Tables

Capacity: 40

These hexagon-shaped tables are located off of Olive Road. They provide the perfect setting for a casual luncheon, a birthday party, or a baby shower. Only available for daytime use.

Conductor's Circle

Capacity: 40

Located across from the train station, the Conductor's Circle is perfect for a team-building retreat, a casual luncheon, or a birthday party. Available for daytime use only.

Daytime Event Fees

SITE FEES

The site fee includes the reservation of a picnic area from 10:00 a.m. – 5:00 p.m., admission, parking and picnic tables for up to 100 people.

Number of Guests	Site Choices	Fee
Up to 40 people	Hexagonal Tables or Conductor's Circle	\$450
Up to 40 people	Cabrillo Lawn	\$550
Up to 40 people	Palm Garden	\$550
Up to 100 people	Palm Garden	\$1,250
Up to 100 people	Cabrillo Lawn	\$1,250
Up to 175 people	Cabrillo Lawn	\$2,000
Up to 300 people	Cabrillo Lawn	\$3,000

SECURITY DEPOSIT..... \$100

OPTIONS

Pre-paid train tickets (adults).....	\$2.00
Pre-paid train tickets (children)	\$1.50
Animal Encounter.....	\$50

ZOO CATERING

The Zoo is able to cater your daytime event with a minimum of 1 month notice. A daytime catering menu is enclosed, or you may contact the Private Events Department at (805) 962-5339 ext. 27 if you would like to request a menu. Final menu selections, the final guest count, and payment in full are due one week prior to the event. Catering fees are non-refundable and non-transferable if the event is cancelled, for any reason, within one week of the event date.

OUTSIDE CATERING

Professional outside caterers are allowed to cater daytime events at Cabrillo Lawn only. Caterers will be allowed to drop-off platters by foot/golf cart or bring one vehicle into the Zoo for delivery and set-up. All outside caterers must be approved through the Private Event Department and must comply with all insurance and health department requirements, as stated in the Zoo's event contracts. Client's using an outside professional caterer will be billed an Outside Catering Fee that is 15% of the food portion of their catering bill.

SELF-CATERING

You may bring your own food into the Zoo. No self-catering fees apply to daytime events. Please note, no personal BBQs are permitted in the Zoo. The Hilltop barbeques are available on a first-come, first-serve basis, but please keep in mind they may be occupied all day if a special event is going on. Please plan accordingly and bring food items that do not require a BBQ.

DAYTIME EVENT GUIDELINES

Payment: 50% of the site fee and the security deposit are due upon reservation. The remainder of the site fee and payment for any options are due one month prior to the event. The security deposit will be returned after the event (as long as the site is left in good condition) or credited towards the payment of any options or fees.

Deliveries: Vehicles are not allowed in the Zoo for deliveries unless prior arrangement has been made with the Private Events Department. An electric cart is available to transport items to the event site.

Alcohol: Alcohol is permitted for Private Events, but the Private Events Department must be notified in advance that you will be supplying alcohol. The alcohol must stay at your reserved site at all times and someone in your group must attend the alcohol at all times. If alcohol is being sold to your guests, you must obtain a license through the ABC and present the license number to the Private Events Department two weeks prior to the event.

Music: Acoustic music is allowed at daytime events, but must be approved with the Private Events Department prior to the party. Please note, amplified music is not allowed at daytime parties out of respect for our neighbors and Zoo visitors.

Entertainment/Activities: We encourage you to bring activities and games to entertain your guests, but please keep Zoo policies in mind when planning your event. For the safety of our animals and Zoo visitors, we do not allow balls, bicycles, skateboards, or roller-skates in the park. Please contact the Private Events Department with any questions about entertainment restrictions.

Insurance: All daytime corporate /non-profit events must supply general liability insurance that meets the requirements set forth in the rental contract and the Zoo's Insurance Specifications. Private parties, such as family reunions and birthday parties, that take place during the Zoo's normal public hours do not need to provide insurance. Please contact the Private Events Department for further information or for a copy of the Zoo's Insurance Specifications.

Setup and cleanup: Set up may begin at 8:00 a.m. with prior approval from the private events department. Clean-up must be finished by 5:00 p.m. All guests and equipment must be out of the Zoo by 5:00p.m.

Pets: No pets of any kind are allowed (except seeing-eye dogs with approval) in the Zoo or parking lot.

Safety: For the safety of our animals, the Zoo does not permit balloons, straws, drink lids, birdseed, confetti, or rice on the grounds.

Rain Policy: Fees are non-refundable, but events that are cancelled due to rain may be rescheduled if the Private Events Department is notified prior to 10:00 a.m. on the day of the event. The rain date must be within one month of the original date.

All prices are subject to change without notice.

Evening Event Guidelines

Rental Hours: The Zoo grounds are available from 5:00 p.m. to 10:00 p.m. Guests will be permitted to enter the park after 4:00 p.m. The Zoo closes to the public at 5:00 p.m. Guests who wish to enter the park prior to 4:00 p.m. will be required to pay Zoo admission.

Deliveries: All deliveries must take place prior to 10:00 a.m. or after 2:00 p.m. Client must provide a written Delivery Schedule (form can be obtained from the Private Events Department), including the following information: time and type of delivery, name of vendor, and contact information for vendor. Please include anyone walking in, i.e., for a delivery, catering, or set-up. A delivery schedule must be filled out and presented to the Zoo no later than one week prior to the event. Any vehicle or walk-in that is not on the list will not be permitted to enter the Zoo. A private event host or other Zoo employee must escort all vehicles that enter the Zoo. All vehicles must stay on the paved roads at all times. Driving or parking on the grass is prohibited.

Setup: You may begin setting up for your event at 2:00 p.m., unless otherwise noted in the description of the site. If additional setup time is required before 2:00 p.m., a fee of \$100 per hour (or part thereof) will be charged. Early setup must be requested at least two weeks prior to the event and cannot be guaranteed.

Breakdown: All equipment must be out of the Zoo by 11:00 p.m. on the night of the event. If this policy is not followed, a fee of \$100 per additional hour (or part thereof) will be charged. Rental equipment may be left overnight and picked up before 10:00 a.m. with the prior approval of the Private Events Department. Please note, this option is available at the discretion of the Private Events Department and will not be possible if there is an event the following day.

Cleanup: The entire rented area, including lawn, picnic area, and barbecue pits, must be left in clean condition. Client is also responsible for bagging trash and placing it on the loading dock, returning Zoo tables to their original position, and leaving the area in the same condition it was before setup.

Pets: No pets of any kind are allowed (except seeing-eye dogs with approval) in the Zoo or parking lot.

Safety: For the safety of our animals, the Zoo does not permit balloons, straws, or drink lids on the grounds.

Security: One security guard will be provided by the Zoo for your event at no charge. An additional security guard is required for groups of over 500 people. The charge for additional security is \$200/guard.

ENTERTAINMENT

Music: You may have amplified music at your event, but must keep the music at a reasonable level as determined by the Zoo (60 decibels). Sound must be aimed toward the mountains, away from our neighbors on the ocean side. All music must be turned off by 10:00 p.m.

Additional Entertainment: If you are planning on providing additional entertainment for your guests, including dunk tanks, bouncers, etc., please notify the Private Events Department to assure that it follows our policies and guidelines.

CATERING/BEVERAGES

Self-Catering: There is a \$300 usage fee for self-catering. The fee must be paid one month prior to the event. This fee covers the costs that the Zoo incurs for water and electricity usage and trash hauling.

Outside Catering: The caterer is responsible for bagging all trash and placing it in the dumpster or on the loading dock to be picked up by Zoo staff. There is a Water/Trash/Electricity Fee that will be billed to all events using a professional, outside caterer. This fee is 15% of the food portion of the catering bill and covers the cost of water, electricity, and trash hauling. This fee will be billed after the event and is due within 30 days of the date billed.

Alcohol: All types of alcohol are permitted. No fees or licenses are required if you are hosting an open bar. If you are hosting a cash bar, a liquor license must be provided and the Zoo must be notified of the license number two weeks prior to the event.

Payment: 50% of the site fee and a \$300 refundable security deposit are due at the time of reservation. The security deposit will be refunded (after the bill has been paid in full) if the area is left in good condition. Payment for the remainder of the site fee and any options is due one month prior to the event. Any remaining balance is due within thirty days of the date billed. Failure to pay on time will result in a service charge of 1.5% per month. Please note, reservations are not guaranteed unless the Zoo has a signed agreement along with the reservation deposit.

After-hours options: All after-hours options start at 5:00 p.m. Reservations must be made no later than three weeks prior to the event. Any cancellations must be made no later than two weeks prior to the event. Guests who want to ride the train or the carousel before 5:00 p.m. will be required to pay the general ticket prices.

Extra Guests: If the number of guests attending your event exceeds the number included with your site fee (250 for the Hilltop/Palm Garden) you will be required to pay \$10/person for each additional guest. Discounts and Zoo memberships do not apply to private events. Prices are subject to change at any time and without notice.

Insurance: General liability insurance in an amount no less than \$1,000,000 is required for all after-hours events. A Certificate of Insurance must be presented to the Zoo no later than two weeks prior to the event. This policy must (a) name the Santa Barbara Zoological Gardens Foundation, d.b.a.: Santa Barbara Zoo, 500 Ninos Drive, Santa Barbara, CA 93101 as an additional insured, (b) certify general liability coverage in an amount no less than \$1,000,000 for all matters connected with the site rental and use of the site (e.g., alcoholic beverages), and (c) certify the policy will be primary and non-contributory. Please contact the Private Events Department with any questions.

Vendors: The Zoo will provide you with recommended vendors upon request, but does not require you to use any particular vendor for your event. However, it is your responsibility to ensure that the vendors you use meet our requirements for general liability insurance, auto insurance, and workman's compensation insurance, and have the proper permits (e.g., health permits and liquor licenses). Please contact the Private Events Department with any questions or to receive a copy of our Recommended Vendor List.

Tiki Torches/Candles: Tiki torches and candles are allowed at your event. However, to ensure safe disposal of tiki torch fuel, the Zoo charges a \$75 fee for all events with tiki torches.

Evening Event Fees

The site fees for the Hilltop and Palm Garden include admission for up to 250 guests. If your event exceeds 250 guests, you will be charged \$10 per additional guest. All other sites include admission for the capacities listed (see Sites insert).

Reservations are only guaranteed when the Zoo has a signed agreement and a reservation deposit (50% of site fee and security deposit). The entire site fee and payment for options are due one month prior to the event. Any additional items will be billed and are due 30 days after the event.

SITE FEES

Weddings - all sites.....	\$3,000
Other Events	
Hilltop, Monday-Thursday.....	\$2,000
Hilltop, Friday & Sunday.....	\$2,500
Hilltop, Saturday/All weddings.....	\$3,000
Cats of Africa Patio (includes cats out late).....	\$1,400
Karisoke Outpost (includes gorillas out late).....	\$1,400
Elephant Junction.....	\$1,000
Palm Garden.....	\$1,250
Entrance Courtyard.....	\$1,000
Entrance Courtyard (with Twig Room).....	\$1,200

OTHER FEES

Reservation deposit (non-refundable)	50% of site fee
Security deposit (refundable)	\$300
Guests over 250.....	\$10 per guest

AFTER-HOURS OPTIONS (Start at 5:00 p.m.)

Animal Encounters.....	\$50
Animals Out Late (3 hours max.).....	\$300/hour
Keeper Talk.....	\$50/presentation
Bird Greeting (1 hour max.).....	\$100
Special Animal Options.....	contact the Private Events Department
Carousel (3 hours max.).....	\$50/hour
Train (3 hours max.).....	\$100/hour/train

CATERING

Self-Catering fee.....	\$300
Water/Trash/Electricity Fee.....	15% of catering bill (food portion only)

MISCELLANEOUS

Extra Security (required for guest attendance of 500 or more).....	\$200/guard
Early setup/late breakdown.....	\$100/hour
Tiki Torch Disposal.....	\$75

All prices are subject to change without notice.