



THE TERRACE

at Tibbs Run



Weddings

2024-25 Pricing, Packages, & Guidelines



*The natural beauty,
sense of tranquility, & privacy
make the venue stand out
on its own.*

Celebrate your love with the scenic beauty and elegant simplicity that the West Virginia Botanic Garden (WVBG) has to offer. The outdoor Celebration Garden showcases the allure and privacy of the forest for you and your guests to enjoy during your ceremony under the covered pavilion. The Terrace at Tibbs Run features magnificent floor-to-ceiling windows that look out onto 85 acres of stunning forests.



WHAT YOUR WEDDING PACKAGE INCLUDES

*Weekend at the Terrace,
Magnolia, & Dablia Packages only*

Exclusive access to The Terrace at Tibbs Run,
Celebration Garden, pavilion,
and scenic upper and lower decks

Free parking

Two changing suites

Heat & air conditioning

Tables and chairs including setup for both
ceremony and reception

House sound system

Wireless microphone

Wi-Fi & high-speed internet access

Indoor and outdoor fireplaces

Handcrafted portable bar

Multiple accessible restrooms

Free Garden access for engagement
photo session

Onsite event manager to support vendor access,
setup, and breakdown

Use of kitchen for catering needs

Access to 85 acres of forest and gardens
for photographs of couple



CUSTOM OPTIONS & additions

Personalize your event with these special additions.

Package additions should be requested a minimum of two months in advance and are subject to availability.

DAY PRIOR ACCESS | \$1500

Add six hours the day before your event for additional setup, rehearsal, and/or to store items for the next day.

ADDITIONAL HOURS | \$400

One hour of additional set up or break down.
(Packages cannot be extended before 7:00 a.m. or after 11:00 p.m.)

important DETAILS

Smoking is not permitted anywhere on the property.

Vendors (food, audio, rental equipment, etc.) must work only within the permitted time frame of the event.

An onsite manager will be present at the event. It is the guests' responsibility to provide setup support for linens and any decor. Event coordinators are highly recommended.

Client must provide final head count to WVBG no later than one month prior to the event.

Event insurance is required for most events. See contract for details.

A \$1000 security deposit and signed contract are required to save the date. 50% of total invoice is due one month after booking. The remaining balance including any add-ons must be paid two months prior to the event.

The Botanic Garden's neighbor to the northeast is the Mason-Dixon Rifle Club. It is not unusual to hear the sounds of target practice and competitions that are scheduled regularly. Please check their website for a schedule of planned events.

FREQUENTLY ASKED *questions*

May we serve alcohol?

Guests may provide their own alcohol and/or bartenders. If alcoholic beverages will be served at the Event, Client, at Client's expense, will obtain Host Liquor Liability insurance. WVBG shall be named as additional insured. Shots of any kind are prohibited.

**It is your responsibility to provide the Garden with a copy of the liability certificate no later than 30 days prior to the event.*

Is there a bridal suite or designated changing area?

Yes! We can't wait for you to enjoy the gorgeous modern changing suites designed for you and your wedding party to prepare and relax. Both suites have private bathrooms, couches, chairs, mirrors, and a personalized keypad lock on the doors for private access throughout your wedding.

Will we be able to rehearse on site?

All wedding packages include a free, one-hour self-run rehearsal. Rehearsals are scheduled on weekdays, subject to availability. If a rehearsal falls on the same day as another event, certain areas of the Garden, including the reserved Client Site(s), may not be available. The facilities do not remain open for rehearsals, unless you have purchased a package including the day prior to your event or additional hours.

What about rain?

An outside ceremony is pure magic when the stars align, but if the weather doesn't allow for an outdoor ceremony don't fret! We will work with you and your vendors to create a contingency plan. We make these plans with you at your 30-day walk-through, and you determine the day before your event which plan you would like to follow.

Can we rent additional furniture?

Sure! We understand your need to make the space your own. Please note that all rentals must be set up/picked up during the rental time agreed upon. It is the Client's responsibility to remove any and all decor items (rented or not) from the facility by the end of the contract period.

**It is required to book the Weekend at the Garden Package if you plan to rent outside furniture for the space. There is a minimum \$500 fee for any large items left after the contract period (i.e. chairs, tables, and other large items).*

TERRACE & CELEBRATION GARDEN

WEEKEND AT THE TERRACE* | 26 Hours

Three day package ideal for those holding a rehearsal dinner onsite and/or events that need lots of preparation

\$9000

FRIDAY	7 Hours <i>(between 8:00 a.m. and 11:00 p.m.)</i>
SATURDAY	8:00 a.m. - 11:00 p.m.
SUNDAY	4 Hours <i>(between 8:00 a.m. and 3:00 p.m.)</i>

MAGNOLIA PACKAGE* | 15 HOURS

Ideal for full day weddings at the Terrace and/or Celebration Garden

8:00 a.m. - 11:00 p.m.

FRIDAY -or- SATURDAY

\$6500

SUNDAY

\$5500

DAHLIA PACKAGE* | 8 HOURS

Ideal for shorter weddings or reception only at the Terrace and/or Celebration Garden

FRIDAY -or- SATURDAY
3:00 p.m. - 11:00 p.m.

\$4500

SUNDAY
11:00 a.m. - 7:00 p.m.

\$3500

*LARGE WEDDING SERVICE

Any wedding over 100 total participants will incur an additional \$1000 fee.

Includes parking assistance and ground transportation for wedding day photo sessions.

*HOLIDAY WEEKEND SERVICE

Terrace Wedding Packages booked the weekend of New Years, Easter, Memorial Day, July 4th, Labor Day, or

Thanksgiving will incur an additional \$1000 fee.

All packages will incur a 6% WV sales tax.

ELOPEMENT PACKAGES

*Use of one garden space (excludes Celebration Garden) for ceremony and photos only.
Event size limited to 25 total participants.*

PASSIONFLOWER PACKAGE* | 5 Hours

Chair setup included.

5 HOURS
including setup and cleanup

\$450

SWEET PEA PACKAGE* | 3 Hours

*Use of one garden space (excludes Celebration Garden) for ceremony and photos only.
Event size limited to 25 total participants, standing only.*

3 HOURS
including setup and cleanup

\$250

*HOLIDAY WEEKEND SERVICE

*Passionflower packages booked the weekend of New Years, Easter, Memorial Day, July 4th,
Labor Day, or Thanksgiving will incur an additional \$500 fee.*

All packages will incur a 6% WV sales tax.





 THE TERRACE
at Tibbs Run

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www.wvbg.org



Contact us

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