



## RENTAL INFORMATION



*The Ohio Bird Sanctuary Education Center offers a unique, serene venue for your special event, celebration or corporate retreat.*

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Wedding Ceremonies and/or Receptions	\$1,200 (12 hour)
Parties and Celebrations	\$600 (6 hours)
Corporate retreats or meetings	\$500 (4 hours)

Times include set up and clean up . All events must take place between 9am and 11pm.

Additional hours can be arranged for a fee of \$50/hr.

A refundable security deposit of \$250 is required at booking.

### All rentals include:

Tables and chairs to seat 100.  
Staff member on site at all times  
Free WiFi  
Tranquil family friendly environment

### Basic Facts:

- Education Center has full climate control
- ADA Restroom facilities
- Outside Grill
- Maximum Occupancy is 250 individuals.
- The kitchen area is used for food assembly and staging only.
- Alcohol permitted



## ADDITIONAL INFORMATION

### **Set up and clean up:**

All set up and clean up is the responsibility of renter.

With exception of tents nothing may be set up on the grounds until the morning of the event unless special accommodations have been agreed upon. Clean up of the grounds must be completed by the end of the rental day. Any trash, garbage or recyclables generated by your group must be cleaned up and placed in the proper garbage containers that will be provided by the Sanctuary. Tents may remain until the beginning of the business week.

### **Decoration and celebration restrictions:**

As the Sanctuary is a nature preserve consideration must be taken in selection and use of decorations. No filament line or balloons may be used outdoors. Rice may not be thrown, bubbles or bird seed are acceptable alternatives. No live animals, live birds and/or butterflies may be released onto the preserve. Any residue due to decorations or their residue will be deducted from the security deposit

**Parking:** Park allowed only in designated parking areas unless otherwise directed by Sanctuary staff. Parking lot adjacent to Education Center accommodates 50 vehicles, car may be parked along drive and in lower lot after regular business hours. Guests are encouraged to carpool. No parking on grass .

### **Other:**

- Smoking is not permitted in the buildings.
- The bird display area and trails close at 4pm.
- The Sanctuary reserves the right to deny a rental if it is viewed as in opposition to the Sanctuary's mission or if it could pose a threat to the birds, grounds or visitors.
- The Sanctuary will not close to visitors during our regular business hours due to a rental. For more privacy, schedule your event after 4pm.



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