

Events at Brookside Gardens

We get these questions a lot!

Please let us know if you think of anything else: Event.Manager@MontgomeryParks.org.

How will my guests know where to go?

We can provide simple directional signage, or you are welcome to provide your own, so that they match your event style. You can put signs on the lawn and paved areas.

Will restrooms be open during my reservation?

Yes! Restrooms in the Visitor Center will remain open for your guests for the duration of your rental.

Does my photographer need a permit?

Photography permits are included in the cost of your rental. You don't need an extra one, unless you want to take photos at a different time than your rental period. Let us know so we can make arrangements for you.



It's the day of my event. Will other events be going on at the same time as mine?

No, only one event at a time! We want you to enjoy a special experience at Brookside, so we only book one event at a time. 50 acres, and only one event in sight!

That being said, we will occasionally have other things going on in the gardens including but not limited to: photo shoots, garden tours, and kid's programs.



May I have a rehearsal at Brookside?

Yes! A one-hour, self-run practice may be reserved free of charge to rehearse for your special day. To avoid conflicts with other events, let us know so we can reserve the space for you.

May my guests throw rice, etc.?

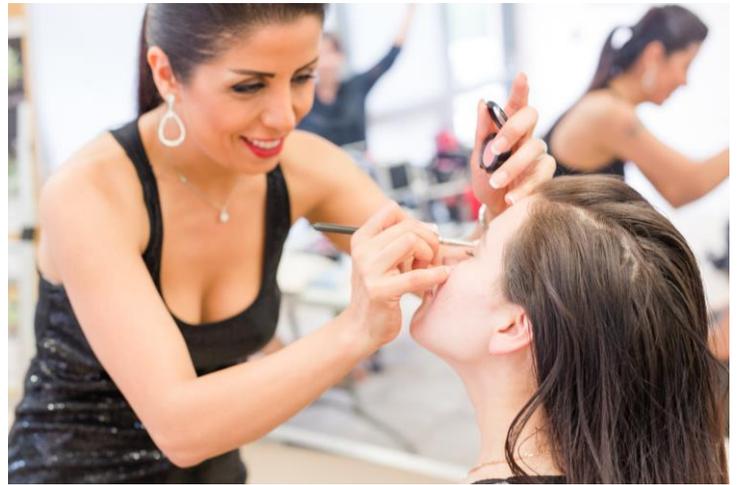
We have lots of creatures here in the Gardens, so we cannot allow rice, birdseed, confetti, silk flower petals, or glitter. We recommend real flower petals, fallen leaves, and bubbles. Balloons and lanterns made for release into the sky are not allowed.

May my photographer or I use a drone for aerial shots?

Due to our proximity to D.C. airspace, we cannot allow drone photography.

Does Brookside have a dressing area?

We do not have an on-site dressing area here at the gardens. There is a lounge area available with a couple of couches and a large table. Though we do not have a private bathroom or dressing area on site, our Adult Classroom and Workshop can double as a dressing area if available but are not guaranteed.

***Will garden visitors be able to walk through my event?***

No. The spaces you choose are all yours. The Event Staff will close off the gardens with signs and stanchions, and then stay for your event so that only your guests can attend. The remaining grounds do stay open to the public.

When may my vendors and caterer deliver and pack out?

At the start of your rental. Check your Permit Contract for the Start Time. This is the earliest deliveries and set-up may begin. If you need more time, let us know at least 60 days before your event. Subject to availability, additional hours are \$500.00 per hour.

You don't have to go home, but you can't stay here! Check your Permit Contract for the End Time. We recommend saying goodbye to your guests and ending your event one hour prior to the End Time, to ensure that your vendors have enough time to pack out. All vendor equipment must be picked up before the end of your rental. No equipment may be left on



Brookside Garden's property. Though most people delegate clean-up to the caterer, make sure you make arrangements with them because this is ultimately your responsibility.

Please read our Terms of Use Carefully as you plan your timeline for more information.

Is there electricity in the gardens?

Yes! Almost all garden areas have electrical power nearby. Extension cords will have to be used in most cases. Please come prepared.



Are candles allowed?

Yes! Votive candles, and tapers with glass chimneys are allowed, so long as the flame is below the rim of the glass.

Who sets up?

Set-up and clean-up are your responsibility. Though most people delegate this to the caterer, you are ultimately responsible.

May we use bug spray?

Bug spray of any kind is not allowed in the Garden, because it damages the curated insect population and some plants. We recommend using sprays at home before you get here or bringing the type of cream repellent that you rub on your skin.

When should I reserve?

For weddings, conferences, and retreats, we recommend you reserve 1-2 years in advance to book your first choice on our calendar. A one-week hold may be placed on a date while you finalize your decision. We need a minimum of 60 days-notice for all rentals, however we will take case-by-case events for rentals booking less than 60-days.

How much is the deposit?

Deposits are based on the total value of your contract. For rentals which cost between \$1000-\$1500 the deposit is \$1000. For rentals over \$1500, the security deposit is \$1500.

At the end of your event, a post-event walkthrough will be completed with you and one of our staff members. This is to ensure all rules and regulations of the event and cleanup were



completed correctly. If this walkthrough goes well, your security deposit will be returned to you in full!

Do I need to rent tables and chairs?

We have a lot you can use! Our Equipment List probably has everything you need. Should you want more of an item, or something different, we recommend arranging this through your caterer or a party rental company.

May I serve alcohol?

Yes! Montgomery County law requires that alcohol must be served by a licensed bartender. Most people arrange this with their caterer, or with a bartending service. No Cash Bars are allowed.

Where do my guests park?

We have two parking lots, including our beautiful Parking Garden located at the Visitor Center. We do our best to schedule events so that there is always enough parking, but if you would like to reserve some spaces for your wedding party or special guests, just ask!

What if it rains?

We always have a backup plan! Brookside is primarily a garden, and most people like to have their event rain or shine, but it's your call. For all Garden Events, we work with you to create a Plan B. We can enact your Plan B up to 3 hours prior to your event. Just let us know and we'll take care of it for you.

