



Youth Programs Tour Agreement 2018

Mounts Botanical Garden of Palm Beach County
 559 N. Military Trail
 West Palm Beach, Florida 33415
 Samantha Weiner, Programs Manager
Sam@mounts.org

Mounts Botanical Garden Welcomes You to Our Youth Programs!

Thank you for your interest in Mounts Botanical Garden Youth Programs. The following are some guidelines to better assist you. Please read carefully **and fill out enclosed deposit form on page 3 of this pamphlet completely** to help secure desired tour date as availability is limited.

Deposit Guarantee

Within two weeks of contracting, tour clients are required to provide deposit of \$150.00 to hold said reservation. The deposit may be in the form of check or credit card. The deposit is credited toward your group's tour.

***Reservations will not be considered valid without a confirmed deposit.*

Group Guarantees

For all guided tours guaranteed numbers of guests is requested one week in advance so we may provide an adequate number of Garden Educators for your group.

Payment

Tour groups must pay balance due the day of tour upon arrival at the Garden Shop at Mounts Botanical entrance directly off Military. Payment may be submitted by cash, credit card, or check payable to Mounts Botanical Garden. Deposits will be deducted from your total tour cost. Receipt/invoice may be furnished upon request by emailing Mallory Cotter at mcotter@pbcgov.org.

Late Arrivals

If a tour group arrives more than 30 minutes late to a scheduled guided tour, Mounts Botanical Garden reserves the right to change the tour to a self-guided tour. In this instance, the deposit is not refundable.

Cancellation

Reservations may be canceled up to two business days prior to scheduled tour for a refund of deposit. Groups cancelling with less than two business days' notice will forfeit their deposit.

Inclement Weather

Tours may be postponed and/or rescheduled by the Garden due to inclement weather. Should such an event occur, Mounts Botanical Garden will provide an alternate visit date and all monies paid will transfer to the rescheduled date.

Pricing

Pricing for tours is \$10.00 per student and \$15.00 for teachers/chaperones.

Youth Tours utilize the garden as a learning center with lesson plans and objectives focused on the science of agriculture, also known as Agriscience. Tour lasts approximately 60 minutes. Guided tours are conducted by trained Garden Educators. Minimum 15 participants, maximum 40, and 1 teacher/chaperone is required per every 10 youth guests.



Group Guidelines

Please understand that Mounts Botanical Garden is a living collection of plants for study and aesthetic enjoyment. To ensure the safety of our guests and preserve the Garden's pristine natural environment, we respectfully request that you keep the following in mind:

Upon arrival to the Garden, we ask the group leader to notify staff at garden shop of name and pay balance due for tour. Mounts Botanical Garden staff will be expecting your group. Transportation will be directed to gate 2 "DMV gate" to park in lot between Garden Entrance and Golf road directly off Military. Garden staff will greet you at the drop off point visible from Military Road.

- If your group is larger than 15-18 guests, you may be divided accordingly to provide a better visitor experience.
- We recommend that guests wear close toed shoes and appropriate clothing for outdoor walking throughout the Garden.
- We also strongly suggest all guests bring **water, sunscreen, hats, and insect repellent.**
- Our Garden is beautiful but delicate and easily damaged. Please do not remove any vegetation attached to a plant or lying on the ground.
- Do not consume any part of plants in the Garden. Use caution touching plants as some have sharp edges, thorns or irritating sap.
- Please place trash in the appropriate trash and/or recycling receptacles.
- To get the most from your guided Garden Tour, we ask guests to silence cell phones during tour and stay with your group.
- Children are to be supervised closely. Garden Interpreters are not babysitters and are not responsible for safety, nor appropriate behavior of children in the garden. As with all outdoor areas, there are potential hazards in the Garden for unsupervised children.
- Finally, we hope you enjoy your visit to Mounts Botanical Garden

If you have further questions or need additional information, please contact Programs Manager Samantha Weiner at Sam@mounts.org.

We look forward to seeing you in the Garden!

Samantha Anne Weiner

Programs Manager
Mounts Botanical Garden
Sam@Mounts.org



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Guided Garden Tour Deposit Form – Minimum of \$150.00 deposit required within two weeks of booking.

Today's Date		
Organization		
Contact Name		
Street Address		
City	State	Zip
Phone	Email	
Tour Date	Tour Time	
Number of Guests (approx.)		
School group		
Deposit payment information		
Deposit Amount	Deposit Date	
Credit Card	VISA	MasterCard Discover AMEX
Name	Exp.	CVC code
Credit Card #		
Billing address		
City	State	Zip
Additional: Transportation drop off and parking at Gate 2 – please see attached site map		