

PHOTOGRAPHS:

Many couples choose to take their photographs before the ceremony. This seems to work well, but it is your choice. There are many, many photo opportunities in the gardens. Please take full advantage of them! Please check with your photographer to make sure he or she has a District photographer's permit on file at our Headquarters office.

LIMOUSINE OR HORSE-DRAWN CARRIAGE:

Limousines and carriages have been used extensively in the garden. If your driver has not been here before, he or she should drive through ahead of the date to check clearances and the layout of the gardens. Longer chassis limos may be restricted on the way they enter and depart the garden. There are entrances and areas behind the waterfall where limos or carriages can wait, out of sight, to make a grand entry to pick up the wedding party.

Please check with your horse-drawn carriage provider to make sure they have filed the proper insurance requirements with our Headquarters office.

VISITOR INTERFERENCE:

This should not be a concern. You will find that garden visitors immediately perceive that a wedding is in progress and are quite respectful. Staff is also on hand to guarantee your reservation.

TELEPHONE:

There is not a telephone available. In the event of an emergency, many of your guests will likely have cell phones. For emergencies, dial 911 and the location address is 600 N. Lombard, Mahomet.

MUSIC:

You may certainly have music; we have had various types. Keyboards or recorded music may be used. The District reserves the right to limit volume of amplified music.

STAFF AVAILABLE:

Staff will stay in the vicinity to assist you and your wedding party should you have any questions as well as getting guests started parking (head-in, on the grass, please), and monitor the gardens entryway and bridal dressing room. Staff will be there until the ceremony is over and you are on your way.

PAYMENT:

Simply return payment with the signed Rental Agreement and Wedding Information Form to the Headquarters Office. Checks should be made out to the Champaign County Forest Preserve District or CCFPD. MasterCard and Visa are also accepted.

MORE INFORMATION ON GARDEN WEDDINGS OR RECEPTION FACILITIES:

Visit or call our Headquarters, located at the HI-Tower in Lake of the Woods Forest Preserve (217-586-3360), or e-mail HQ@ccfpd.org. Headquarters office hours are 8:00am - 4:30pm weekdays. You may also visit the website at www.ccfpd.org to view pictures of the garden and the setup available.



Mabery D. Gelvin
Botanical Garden
Wedding Ceremonies



Mabery Gelvin Botanical Garden
Lake of the Woods Forest Preserve
600 N. Lombard, Mahomet, IL



District Headquarters
(217) 586-3360
hq@ccfpd.org
www.ccfpd.org

BEST TIME TO SCHEDULE A WEDDING:

Garden weddings may be scheduled on Saturdays starting the last Saturday in May through the first Saturday in October. Peak flower bloom is mid-June through mid-September. The average date of the first heavy fall frost is around the middle of October, but can be highly variable.

CEREMONY LOCATIONS OFFERED:

You may choose from the waterfall/pond or the gazebo area. Staff can provide examples of previous weddings to help you make that decision.



RESERVATIONS:

You may reserve the garden one year before your wedding. Summer weekends tend to book quickly. Call the District Headquarters at 586-3360 to check availability.

RESERVATIONS INCLUDE:

- * 3-Hr. Time Block (11am - 2pm or 3:30pm - 6:30pm)
- * 1-Hr. Rehearsal
- * 100 chairs (includes setup and taken down)
- * Bridal Dressing Room
- * Guestbook Stand
- * Extension Cords



OTHER SERVICES OFFERED:

- * Use of an enclosed pavilion (if available) as a rain backup at a discounted rate.
- * Use of an enclosed pavilion (if available) as a reception location at a discounted rate.
- * An additional 12, 50 or 100 chairs may be rented. No more than 250 chairs allowed in the garden. All chairs for a wedding ceremony must be rented through the CCFPD Headquarters Office.



Lake of the Woods Pavilion



Elks Lake Pavilion

BRIDAL DRESSING ROOM:

This private dressing room offers...

- * Air Conditioning
- * Clothes Rack
- * Make-up Mirror
- * Shelf and Counter Space
- * Comfortable Seating
- * Dorm Size Refrigerator
- * Private Restroom
- * Full-length Mirror

You may use the dressing room anytime during your designated 3-hour time block. It is likely there will be a wedding party following yours, so in consideration of the next group, it is imperative that all personal belongings be removed from the room by the end of your time block. Please designate this responsibility to someone in your party.

The facility is located in the rear of the Rayburn-Purnell restroom building. You will likely want to arrange for transportation from the dressing room to the wedding site. Be sure the driver knows where the dressing room is and when to be there. For your sanity, provide copies of District maps to all in your party so they know where the dressing room and wedding site are located.



REHEARSAL:

We offer two time slots (5-6pm or 6-7pm) for rehearsal on the Friday before your ceremony. There will be a staff member present at the rehearsal to help with any questions. Please confirm your rehearsal time when making your reservation to avoid conflicting with another party.

CHAIR SETUP:

When both timeslots are reserved for one day, the number of chairs set up will be for the larger of the two weddings. A standard setup has been established for each area.

HOW YOUR GUESTS CAN FIND DIRECTIONS TO THE SITE:

We can provide a map that you are welcome to duplicate. There is also a detailed map of the garden available. Both maps are available on our website at www.ccfpd.org.

**** Please Note:** The museum parking lot is about 2 blocks two north of the wedding site; your guests will have an unnecessarily long walk if they park there.

CEREMONY PARKING:

Park "head-in" on the parking lots and on the grass along both sides of the access roads to the garden. A staff member will be on hand to assist in getting the first arrivals parked.

**** Please Note:** Staff will be unable to continue to park cars, as they are to be available for the needs of the wedding party. If you have a large guest list and are anticipating a large amount of vehicles, you should plan to provide additional help to get everyone parked.

ADA ACCESSIBILITY:

Please feel welcome to drive in and drop someone off at the wedding site. We ask that you move the vehicle clear of the immediate site for the ceremony in case we would need emergency access. Staff will indicate nearby parking area. Accessible restrooms are available about a block east of the gardens.

ELECTRICITY:

There are standard electrical outlets at the site. All are GFI-protected for your safety. Staff will indicate their locations. Sound systems, speakers, etc., are not provided.

DECORATIONS:

You may decorate the garden as long as the decorations are removed promptly after the ceremony. There are trash cans near the entryway. Attachment of decorations is to be made with tape or floral wire; NO staples, tacks or nails please.