Facilities
Wedding ceremonies at the UT Arboretum are held in and around the Sharp Program Shelter and the Arboretum Auditorium, located adjacent to each other in a central area of the Arboretum in Oak Ridge, Tennessee. The ceremony site is surrounded by scenic vistas that sweep across the neighboring slopes, ranging from woods to extended lawns, pastoral landscapes, and demonstration gardens.

The Arboretum Auditorium features nearly 2,000 square feet of open floor space, a beautiful stone fireplace, and exposed Douglas fir roof beams, creating a rustic park-like lodge ambiance. The building has a small kitchen, and its restroom facilities may be used as the Bride's Room.

The Sharp Program Shelter features a 40-foot radius hexagonal open shelter in a light, airy area among tall trees. The program shelter does not offer any facilities or a changing room for the bride.

Electricity, water, and parking accommodations for approximately 55 cars are available to service both the Sharp Program Shelter and the Arboretum Auditorium. Please note that the Arboretum grounds are open to the public and complete privacy cannot be guaranteed.

Availability
The UT Arboretum is normally available for weddings in the designated facilities listed above Thursday through Saturday from 9:00 a.m. to 30 minutes before dusk and Sundays from 1:00 p.m. to 30 minutes before dusk, except for University of Tennessee holidays, administrative closings, and scheduled field days or workshops. Due to traffic logistic constraints no nighttime weddings are allowed.
Wedding Ceremony Package
The wedding ceremony reservation package includes four hours for the wedding itself, two hours on an earlier date for a wedding rehearsal*, and the availability of various scenic sites before and after the wedding for photographs. The time period cited includes all set-up and clean-up activities. Standard packages are for up to 100 people.

*Wedding Rehearsals: A wedding rehearsal at the wedding site is included in the cost of the wedding ceremony. The participants may hold a pre-scheduled rehearsal on most days during the week before the ceremony, provided there are no scheduling conflicts at the wedding site for other Arboretum operations.

*Wedding Receptions: Receptions are only permitted in the auditorium and will be designated as an add-on line item of the wedding ceremony rental agreement. The wedding reception is an additional $500 charge for a 3-hour block of time. Food service and/or alcohol service/consumption must be provided by a licensed/bonded vendor.

Site Access
Vehicular access to the Arboretum’s roads, beyond the Office parking lot, is generally restricted. Wedding arrangements include special driving privileges to and from the designated wedding site.

Special Considerations
The UT Arboretum is first and foremost a research and education facility and nature sanctuary. Please keep this in mind when planning your event. We request that you keep your event as low impact as possible and that all guests show respect for all plant and wildlife in the Arboretum. The UT Arboretum management does not guarantee any anticipated flower blooms or foliage leafout as part of scheduled weddings.

Table, Chair, and Tent Rentals
The UT Arboretum does not provide tables, chairs and/or tents for weddings or receptions. Therefore, if you require them for your wedding event you must rent them from a local licensed/bonded vendor. If it is not possible for rented equipment to be delivered during your event set up time, you are required to arrange a suitable delivery time with the designated UT Arboretum staff member. If a signature is required at the time of delivery a staff member of the UT Arboretum will only sign to acknowledge delivery but not verify specific quantities and/or an associated delivery condition checklist. The Arboretum’s educational program schedule may affect certain delivery times. Table and chair arrangement must be provided by the vendor for initial setup and in between the wedding and reception if both events are held in the auditorium. Also, if tents are rented they must be secured with concrete blocks or weights (i.e., no stakes). Any event setup items left at the UT Arboretum for seven (7) days after the event, such as, tables, linens, carpet runners, dollies, etc. will become the property of the UT Arboretum.

All Wedding Packages are subject to the following stipulations:

- The time slot includes set up, ceremony time, teardown time, and cleanup time. Weddings that exceed the allotted time will be billed an additional fee of $150 per hour.
- Wedding parties are expected to leave the Arboretum property in its original state, remove decorations, and deposit bagged trash in the pickup truck as provided, and recyclables in the provided container.
- All decorations and incidentals that you supply, and rental equipment supplied by your rental company, for the wedding must be removed within a 48-hour time period after the event is over.
- No decorations may be hung, tacked, taped, or attached to any part of the Arboretum Auditorium walls or glass windows. Hooks are provided for hanging decorations in the Sharp Program Shelter.
- Birdseed, confetti, balloons, artificial flower petals, candles, sparklers, grills, and inflatable play areas are strictly prohibited on the premises. Items permitted are wedding bubbles and natural flower petals. Other wedding ceremony items may be considered on a case-by-case basis.
- Any musical accompaniment to the ceremony should be in keeping with the tranquil mood of the surrounding Arboretum setting.
- The person responsible for the wedding party arrangements, or a designee, must be present throughout the entire duration of wedding ceremony/reception activities.
• If more than 100 people will be in attendance at this wedding event, the responsible party must hire a security guard to direct traffic and for crowd control.

**UT Arboretum Wedding Packages****

**Program Shelter (wedding only)**
Thursday–Sunday  $1,000
*Auditorium reception charge is an additional $500 (3 hours)

**Arboretum Auditorium (wedding only)**
Thursday–Sunday  $1,500
*Auditorium reception charge is an additional $500 (3 hours)

**Cancellation Policy:** If an Arboretum wedding is cancelled more than 30 days in advance of the rental date, 50 percent of the rental fee paid to date will be returned. If a wedding is cancelled 30 days or fewer in advance of the rental date, none of the rental fee paid to date will be returned.

**Inclimate Weather Policy:** Refunds will not be made for weddings cancelled due to poor/normal weather conditions. However, if a catastrophic weather event occurs prior to the wedding ceremony, impacting public safety and/or use of the facility, a full refund of the rental charges will be returned to the responsible party.

*Prices current as of November 2015. Prices are subject to change. Please contact the UT Forest Resources AgResearch and Education Center at 865-483-3571 for more information.*