

BUTTERFLY PAVILION

PRIVATE EVENTS



MEETINGS | PARTIES | WEDDINGS

2026 PRICING SHEET FOR EVENT SPACE

While Butterfly Pavilion is open to the public from 9:00 a.m. – 5:00 p.m. daily, our unique venue can support private events held during the day, after-hours or a combination of both, whereby your event begins at some point during the day and ends sometime after 5:00 p.m.

Peak Months: April through October **Off-peak Months:** November through March

Make Your Event Unforgettable: Once you select your event’s primary event space/s or package, the Honey Bee Suite, Mariposa Meeting Room and/or any engaging exhibit can be added on for an extra-special touch.

Cost Categories:

- **Rental Fee:** This is the reservation rate for your contracted event spaces + exhibits.
- **Labor:** While our event packages typically include a Venue Manager, the scale + scope of your private event ultimately determines your labor needs.
- **Security:**
 - For events with 75+ people or alcohol service, at least (1) security guard is required.
 - Each security guard is \$225 for a 4-hour minimum, after which an hourly fee applies.
 - Your Venue Manager will arrange security for your event.
 - Security guards are not armed officers.
 - You are welcome to hire an off-duty Westminster Police Officer/s instead of having a security guard/s at your event.
- **Gratuity +Tax:** none

Set+Strike Fee:

- Clients may not handle venue furniture.
- If your licensed + insured caterer is unwilling to setup, breakdown and store (“set+strike”) our venue furniture and perform required post-event cleaning/trash removal tasks as outlined in Schedule C of our Private Event Agreement (PEA), or you are self-catering your event, then your Venue Manager will need to arrange for a team to perform these tasks and one of the following fees will apply.
 - **Up to 50 people:** \$250 ○ **51-99 people:** \$350
 - **100+ people:** \$500 minimum (*Your reserved event spaces/exhibits ultimately determine this fee.*)

Special Discounts:

- **Membership Discount:** If you have an active Butterfly Pavilion membership when you book your private event, then a 10% discount on your event’s Rental Fee Total will be honored, provided no other discount is applied.
- **Non-profit Discount:** If you are a fellow non-profit, then a 10% discount on your event’s Rental Fee Total will be honored, provided no other discount is applied.

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Exhibit Rental Fees (*after-hours only*):

Host an unforgettable event by privately reserving one/some of our interactive exhibits, including our beautiful butterfly conservatory, where you and your guests can enjoy, explore + experience a unique butterfly release.

- **Colorado Backyard + Rotating Exhibit:** \$350 per hour, Monday – Sunday
- **Survival:** \$350 per hour, Monday – Sunday
- **Water's Edge:** \$350 per hour, Monday – Sunday (*includes exhibit staff*)
- **Wings of the Tropics Butterfly Conservatory:** \$550 per hour, Monday – Sunday (*includes exhibit staff + (1) unique butterfly release in the ceremony spot*)
- **Refundable Damage Deposit:** \$500 per exhibit

Personal Butterfly Release: \$200

- During our daily 9:00 a.m. – 5:00 p.m. hours of operation, a *personal* butterfly release can be provided for up to 75 event guests in the ceremony spot of our beautiful butterfly conservatory.
- While our staff will do their best to provide your group “front-row viewing”, paid patrons in our remarkable tropical rainforest at the time of your *personal* butterfly release may also join and watch.
- **Butterfly Release Details:**
 - Our butterfly releases only take place inside our Wings of the Tropics Butterfly Conservatory.
 - People tend to envision a Disney-esque butterfly funnel when they think about a butterfly release.
 - While this could happen, the butterflies are wild animals and, more often than not, their virgin voyage from the chrysalis room into our conservatory.
 - As such, it is more likely that the 12-15 butterflies in your release will emerge from the pretty, antique- or pure-white metal enclosure in smaller groups vs. all together and all at once.
 - The beautiful backdrop of lush, colorful plants in this warm, tropical rainforest is a bonus!

Payment Process:

- Once the Private Events Sales Manager receives both of your signed/dated contracts, they will have the Senior Director of Events & Retail counter-sign/date both documents.
- The Private Events Sales Manager will then email both fully-executed contracts to you and include a secure payment link to pay your event's initial deposit, which is 50% of the Rental Fee Total + 50% of the Damage Deposit Total, or total balance if you are less than 30 days out from your event.
- Two (2) weeks prior to your event date, your Venue Manager will email you a second, secure payment link to pay your event's remaining balance.
- You may also pay via check, which should be made out to **The Rocky Mountain Butterfly Consortium, DBA Butterfly Pavilion** and mailed to **Butterfly Pavilion, Attn. Private Events**.

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DAYTIME EVENT PRICING

Monarch Hall Reservation:

- **Capacity:** up to 180 people seated at 60"-diameter round tables, each set with 8 white event chairs
- **Features:** largest indoor space; (3) large windows facing the Garden Terrace + Discovery Gardens; neutral color palette; engineered wood floor; fully-equipped prep kitchen attached
- **Rental Fee:** \$350 per hour with a 4-hour minimum
- **Rental Fee Inclusions:**
 - 4 hours of total event time for setup/event/breakdown + cleanup
 - The fee for each additional hour is \$350 per hour until 3:00 p.m., based on availability.
 - Starting at 3:00 p.m., the *after-hours* rental fee (*See chart on page 7.*) determines your *new* rate for each hour at/after 3:00 p.m. (**Example:** \$3500 rental fee/8 hours=\$437.50 per hour)
 - fully-equipped prep kitchen (countertops/sink/ice maker/microwave/XL refrigerator/stove)
 - AV (projector/XL electronic screen/sound system with (2) wireless handheld microphones and Apple/Android adaptors)
 - high-speed Wi-Fi
 - furniture (150 white cushioned event chairs + various tables + mobile coat rack)
 - directional + ID signage displayed in brushed-nickel floor stands
 - 1-hour IEO call with Venue Manager (*post-booking*)
 - 30-day-out walk-through for your Event Coordinator, your caterer (*if applicable*) + your Venue Manager
 - dedicated Events Entrance
 - onsite parking as available
- **Labor:**
 - The scale + scope of your event ultimately determines your event's labor fee total.
 - Each private event staff has a 4-hour minimum, after which an hourly fee will apply.
- **Security:** TBD
- **Refundable Damage Deposit:** \$500

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Half of Monarch Hall Package:

- **Capacity:** up to 180 people seated at 60"-diameter round tables, each set with 8 white event chairs
- **Features:** Each half has large windows facing the Garden Terrace + Discovery Gardens + direct access to the attached prep kitchen.
 - **AV in Monarch Hall C:** projector/XL electronic screen/sound system with (2) wireless handheld mics + Apple/Android adaptors
 - **AV for Monarch Hall D:** mobile projector/mobile sound system with sound system with (2) wireless handheld mics + Apple/Android adaptors
- **Peak Months Package Price:** \$1700 (*Event cleanup must conclude by 3:00 p.m. on Saturdays.*)
- **Off-peak Months Package Price:** \$1500
- **Package Price Inclusions:**
 - 4 hours of total event time for setup/event/breakdown + cleanup
 - Each additional hour is \$200 per hour, based on availability.
 - fully-equipped prep kitchen (countertops/sink/ice maker/microwave/stove/XL refrigerator)
 - furniture set+strike and post-event cleaning/trash removal
 - **Note:** You will save \$200 on your package price if your licensed + insured caterer performs these required tasks for your event.
 - labor (1 Venue Manager)
 - 1-hour IEO call with Venue Manager (*post-booking*)
 - 30-day-out walk-through for your Event Coordinator, your caterer (*if applicable*) + your Venue Manager
 - AV (projector/XL electronic screen/sound system with (2) wireless handheld microphones and Apple/Android adaptors)
 - high-speed Wi-Fi
 - furniture (150 white cushioned event chairs + various tables + mobile coat rack)
 - directional + ID signage displayed in brushed-nickel floor stands
 - dedicated Events Entrance
 - onsite parking as available
- **Security:** TBD
- **Refundable Damage Deposit:** \$250

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The Garden Terrace:

- **Capacity:** 180+ people seated at 60"-diameter round tables, each set with 8 white event chairs
- **Features:** 42' wide x 56' long outdoor patio surrounded by Discovery Gardens; (2) propane-fueled fire pits; can be cordoned off to support a *semi-private* reservation during typical hours of operation.
- **Rental Fee:**
 - **Daytime (9:00 a.m. – 5:00 p.m.):** \$100 per hour, no minimum
 - During our typical hours of operation, the Garden Terrace can be cordoned off with signage to support a *semi-private* reservation.
 - Admission tickets provide paid patrons access to our indoor exhibits + outdoor Discovery Gardens, which surrounds the Garden Terrace.
 - **After-hours:** \$100 per hour, 2-hour minimum
- **Refundable Damage Deposit:** \$250

Mariposa Meeting Room Package:

- **Capacity:** 50 people seated at 60"-diameter round tables, each set with 8 white event chairs
- **Features:** tall ceilings; wall of windows with blinds; dedicated glass entrance/exit door connected to main sidewalk; secondary door connected to events hallway; projector; pull down screen
- **Peak Months Package Price:** \$1550 ● **Off-peak Months Package Price:** \$1350
- **Package Price Inclusions:**
 - 4 hours of total event time for setup/event/breakdown + cleanup
 - Each additional hour is \$200 per hour, based on availability.
 - labor (1 Venue Manager)
 - 30-minute IEO Call with Venue Manager (*post-booking*)
 - 30-day-out walk-through for your Event Coordinator, caterer (*if applicable*) + Venue Manager
 - furniture set+strike and post-event cleaning/trash removal
 - **Note:** You will save \$200 on your package price if your licensed + insured caterer performs these required tasks for your event.
 - AV (projector/pull down screen/mobile sound system with (2) wireless handheld microphones and Apple/Android adaptors)
 - high-speed Wi-Fi
 - furniture + mobile coat rack
 - directional + ID signage displayed in brushed-nickel floor stands
 - dedicated Events Entrance + onsite parking as available
- **Security:** TBD
- **Refundable Damage Deposit:** \$250

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Honey Bee Suite Package:

- **Capacity:** 45 people theater-style
- **Features:** closest to the Events Entrance Foyer; shares a solid door with the fully-equipped prep kitchen and Monarch Hall; projector; white board
- **Peak or Off-peak Months Package Price:** \$950
- **Package Price Inclusions:**
 - 4 hours of total event time for setup/event/breakdown + cleanup
 - Each additional hour is \$200 per hour, based on availability.
 - **Note:** Event cleanup must conclude by 3:00 p.m. on Saturdays in peak months.
 - AV (mobile projector + white board + mobile sound system with (2) wireless handheld microphones and Apple/Android adaptors)
 - *same as Mariposa Meeting Room Package above*
- **Security:** TBD
- **Refundable Damage Deposit:** \$250

AFTER-HOURS EVENT PRICING

Primary Indoor + Outdoor Event Spaces Package:

- **Package Prices:**

	Peak Prices	Off-Peak Prices
Monday – Thurs.	\$2800	\$2300
Friday/Sunday	\$3500	\$3000
Saturday	\$4200	\$3700

- Additional event time, private event spaces and/or exhibits will incur an additional fee/s.
- **Event Spaces:** indoor Monarch Hall/Prep Kitchen + outdoor Garden Terrace/Discovery Gardens

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AFTER-HOURS EVENT PRICING *(continued)*

Primary Indoor + Outdoor Event Spaces Package:

- **Package Price Inclusions:**
 - 8 hours of total event time for setup/event/breakdown + cleanup
 - **Typical 8-hour Event Timeline:**
 - **3:00 p.m.:** access Monarch Hall + the Prep Kitchen for event setup
 - **3:00 p.m.:** access the Honey Bee Suite for complimentary use
 - **4:00 p.m.:** access the Garden Terrace and Discovery Gardens for event setup
 - **5:00 p.m.:** guests arrive
 - **10:00 p.m.:** event concludes/guests depart
 - You can extend your end time at an hourly rate per your package price.
(**Example:** \$3500 package price/8 hours=\$437.50 per hour)
 - **10:00 p.m. – 11:00 p.m.:** breakdown + cleanup/trash removal in all indoor/outdoor event spaces utilized by the event
 - Honey Bee Suite (*complimentary*)
 - AV (projector/XL electronic screen/sound system with (2) wireless handheld mics and Apple/Android adaptors)
 - high-speed Wi-Fi
 - 1 Venue Manager
 - 1-hour IEO Call with Venue Manager (*post-booking*)
 - 30-day-out walk-through for your Event Coordinator, caterer (*if applicable*) + Venue Manager
 - furniture (150 white cushioned event chairs + various tables + mobile coat rack)
 - directional + ID signage displayed in brushed-nickel floor stands
 - 2 propane-fueled fire pits on the Garden Terrace
 - 10% Discount Retail Shop Certificate
 - dedicated Events Entrance
 - onsite parking as available
- **Labor:** TBD
 - The scale + scope of your event ultimately determines your event's labor fee total.
 - Each private event support staff has a 4-hour minimum, after which an hourly fee will apply.
 - A Venue Manager is an inclusion of this 8 hour total event time package.
- **Security:** TBD
- **Refundable Damage Deposit:** TBD
 - **Primary Indoor/Outdoor Event Spaces:** \$1000
 - **Honey Bee Suite/Mariposa Meeting Room/Each Exhibit:** \$500 each

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Primary Indoor Event Spaces PLUS Package:

- **Package Prices:**

	Peak Prices	Non-Peak Prices
Monday – Thurs.	\$4200	\$3700
Friday/Sunday	\$5200	\$4700
Saturday	\$6200	\$5700

- **Event Spaces + Exhibits:**

- Monarch Hall + Prep Kitchen
- Honey Bee Suite
- up to (2) hours in Wings of the Tropics Butterfly Conservatory
- *either* (1) additional exhibit *or* the outdoor Garden Terrace + Discovery Gardens
- *Additional event spaces/exhibits may be added to this package at their respective hourly fees.*

- **Package Price Inclusions:** *same as Primary Indoor + Outdoor Event Spaces Package*

- **Labor:** TBD

- The scale + scope of your event ultimately determines your event’s labor fee total.
- Each private event support staff has a 4-hour minimum, after which an hourly fee will apply.
- A Venue Manager is an inclusion of this 8 hour total event time package.

- **Security:** TBD

- **Refundable Damage Deposit:** TBD

- **Primary Indoor + Outdoor Event Spaces:** \$1000
- **Honey Bee Suite/Mariposa Meeting Room/Each Exhibit:** \$500 each

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Full Facility Package:

- **Package Prices:**

	Peak Prices	Non-Peak Prices
Monday – Thurs.	\$5000	\$4500
Friday/Sunday	\$6500	\$6000
Saturday	\$7000	\$6500

- **Event Spaces:**

- Monarch Hall + Prep Kitchen
- Garden Terrace + Discovery Gardens
- Honey Bee Suite
- Mariposa Meeting Room
- The West Lawn can be added to this package for \$350 per hour, no minimum.

- **Exhibits:**

- Colorado Backyard + Rotating Exhibit
- Survival
- Water’s Edge
- Wings of the Tropics Butterfly Conservatory

- **Package Price Inclusions:** *same as Primary Indoor + Outdoor Event Spaces Package*

- **Labor:**

- A Venue Manager is an inclusion of your daytime reservation of Monarch Hall.
- The scale + scope of your event ultimately determines your event’s labor fee total.
- Each private event support staff has a 4-hour minimum, after which an hourly fee will apply.

- **Security:** TBD

- **Refundable Damage Deposit:** TBD

- **Primary Indoor + Outdoor Event Spaces:** \$1000
- **Honey Bee Suite/Mariposa Meeting Room/Each Exhibit:** \$500 each

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Ceremony-only Package for Wings of the Tropics Butterfly Conservatory

- **Package Price:** \$1295
- **Package Price Inclusions:**
 - 1.5 Private Hours (approximately 5 pm – 6:30 pm) in our butterfly conservatory
 - **Note:** On Saturdays during peak months, an approximate timeframe of 5:00 p.m. – 6:00 p.m. (1 hour) is the timeframe that can be honored.
 - **First Look + Photos in Discovery Gardens:** You can add on a First Look + Photos in Discovery Gardens for (5) total participants from 3:00 p.m. – 5:00 p.m. (\$75 photographer permit fee)
 - staging space to accommodate guests upon arrival
 - 1 Venue Manager
 - 30-minute IEO Call with Venue Manager (*post-booking*)
 - **Furniture:** Up to 50 white event chairs + an aisle can be provided in the butterfly conservatory's ceremony spot. Three-four (3-4) wedding party attendants may then stand on either side of you, your partner + your officiant.
 - mobile sound system with (2) wireless handheld microphones + Apple/Android adaptors
 - **1 Unique Butterfly Release:**
 - Our butterfly releases only take place inside our Butterfly Conservatory.
 - People tend to envision a Disney-esque butterfly funnel when they think about a butterfly release. While this could happen, the butterflies are wild animals and, more often than not, their virgin voyage from the chrysalis room into our conservatory.
 - As such, it is more likely that the 12-15 butterflies in your release will emerge from the pretty, antique- or pure-white metal enclosure in smaller groups vs. all together and all at once. The beautiful backdrop of lush, colorful plants is a bonus!
 - **Sunset:**
 - Our butterflies are activated by sunshine and sugar. Once the sun sets, most of them go to sleep, with the exception of the crepuscular Owl butterflies, who enjoy perusing the pathways in our remarkable tropical rainforest.
 - While there is no nocturnal feeding frenzy, Owl butterflies will fly frequently + rambunctiously right before sunset. It is their most active time of day!
 - Sunset also brings a great opportunity to experience the butterflies' roosting behavior. There are several locations in the conservatory that consistently have a nice display to observe and photograph butterflies up close and personal.
 - dedicated events entrance
 - onsite parking as available