

General Wedding Information

ADMISSIONS AND TICKETING

In order to utilize Catering Facilities at the San Diego Zoo or San Diego Zoo's Wild Animal Park, an Admissions Fee per attendee is required. Zoological Society Membership, passes, prepaid tickets and/or discount coupons do not apply to Special Events. Admission is included in Wedding Package pricing.

FOOD AND BEVERAGE MINIMUMS

Each facility has a minimum expenditure requirement. If the facility minimum is not met, the difference will be charged to the Client. The facility minimum for each venue varies in amount, and is outlined in the Wedding Package. Any deviations and/or reductions in program do not alter the Client's responsibility for full payment of this minimum.

GUARANTEE

The Client must notify the Special Events Sales Manager of the final guarantee no later than 10:00 a.m. (P.S.T.) four (4) business days prior to the Event. This number shall constitute a guarantee and is not subject to reduction. When requesting multiple entrees, a guarantee for each menu selection is also due at this time. Menu indicators must be provided to identify your guest's menu selection. If the final guarantee is not received within the four (4) day specification, the estimated attendance given at contract will be used as the final billable guarantee. The client will be invoiced for the final guaranteed attendance or the actual number of meals served, whichever is greater. The Zoological Society of San Diego (ZSSD) will provide seating and food for 5% over the guarantee up to the maximum capacity of the reserved facility. If the actual number of guests at an event exceeds 5% of the guarantee, the ZSSD will make every effort to provide meals, but reserves the right to substitute food items.

DEPOSIT SCHEDULE

An initial non-refundable deposit of 25% of the total projected bill is required at the time of signing the Special Event Agreement in order to consider the reservation confirmed. Fifty percent of the total projected bill is due no later than thirty (30) days prior to the event. The remaining balance will be due in full four (4) business days prior to the event.

CEREMONY SITES

Wedding ceremonies are performed only at the Wild Animal Park. A complete set of garden chairs, gift and guest book tables and private party signs are included in the ceremony rental fee. A holding area and rehearsal time are also provided at no additional charge.

EVENT TIMING

The ZSSD allots five (5) hours for wedding receptions. Any event extending past this time frame will incur an additional labor charge. Groups that are on the premises after 11:00 p.m. will be charged a minimum late fee of \$500.00 per half hour, or any portion thereof.

CONFIRMATION OF SPACE

Event space may be confirmed on a definite basis as early as eighteen (18) months in advance. All dates are subject to approval from our Sales Department and will become definite upon receipt of deposit and signed Special Event Agreement.

WEDDING CAKES

You are welcome to bring in the wedding cake of your choice, or we would be happy to provide you a list of recommended bakeries. The cake-cutting fee is included in Wedding Package pricing.

PARKING

Parking at either ZSSD facility is included in Wedding Package pricing. "Preferred" parking at the Wild Animal Park is available at an additional charge.

DECORATIONS

All decorations are subject to approval. Arrangements must be made with your Special Events Coordinator concerning the time frame for decorating, and vendor arrivals. Please refer to the attached list of ZSSD restricted items.

WEDDING COORDINATORS

There are many details involved in planning a wedding other than food and beverage. To ensure a flawless event, the ZSSD encourages you to utilize a professional wedding coordinator. You may choose whomever you wish or we would be happy to provide a list of recommended professionals to assist in your special day.

SALES TAX

All food, beverages and rental items are subject to applicable sales tax. The Zoological Society does not charge gratuity.

RESTRICTED ITEMS

For the safety of our guests and animal collection, items not allowed on ZSSD grounds include but are not limited to: non ZSSD provided alcoholic beverages, any animals other than service animals, including "release" doves or butterflies, scattering of rice, artificial flower petals, certain live flower petals or confetti of any kind, bubbles, balloons, decorative marbles, balls, frisbees, hackey sacks, hula hoops, bicycles, scooters, tricycles, riding toys of any kind, bug nets, plastic bug keeper containers, cap guns, noisemakers, toys that make loud noises, fireworks, glass bottles, jump ropes, knives, weapons, lawn chairs, plants, roller blades, skates, skateboards, roller shoes, throw away lids and straws, AM/FM radios, scanners, portable TVs, laser pointers, whistles and yo-yos. Any presents brought onto ZSSD premises must have ribbons securely attached. ZSSD reserves the right to reattach and/or remove ribbons that pose a danger to animal safety.

CONTACT INFORMATION

We look forward to the opportunity to be a part of your special day. Please contact D'Anne Morehead, Special Events Sales Manager, at (619) 744-3350 for more information.