Special Events

Weddings      Ceremonies      Receptions

Let Shaw Nature Reserve’s 2,400 acres provide a beautiful backdrop for your upcoming special event.
Thank you for considering Shaw Nature Reserve, a division of the Missouri Botanical Garden, to host your upcoming wedding or special event. Established in 1925, the Nature Reserve is dedicated to restoring native Missouri habitat while providing enriching educational opportunities. Located in Gray Summit, just 30 minutes from St. Louis and right off of Interstate 44, the Nature Reserve offers comfortable amenities surrounded by nature.

Shaw Nature Reserve is an ideal location for those looking to hold a special event in an outdoor setting. We are currently able to accommodate up to 100 people for a ceremony at multiple outdoor locations, as well as a reception at our covered Glassberg Pavilions.

If you are interested in scheduling an event at Shaw Nature Reserve or if you have any questions after reviewing this packet, please contact:

Bailie Kleekamp, Events and Outreach Coordinator
(314) 577-9529 or bkleekamp@mobot.org
**Ceremony**
- $800 -

Up to 100 guests

4-hour rental (includes, set-up, ceremony, and take-down) with the option to purchase additional hours

1-hour for rehearsal the day before for up to 20 people (set-up not included)

Ceremony Locations: Glassberg Pavilions, Pinetum Lake, Bascom House lawn, Crescent Knoll Overlook

Classic white folding chairs for your expected number of guests

A unique gate access code to share with your guests

Optional access to Ready Room located in the Bascom House

Access to electricity (Glassberg Pavilions only)

Guests general admission to Shaw Nature Reserve included

Shaw Nature Reserve staff will set-up "Event in Progress" signs and be present for rehearsal and set-up time before the wedding. The Nature Reserve staff is only responsible for setting up and tearing down property owned by the Nature Reserve, not the decorations owned by the renting party. Ceremony, takedown, and photography must be complete at agreed upon rental end time. All A/V equipment must be provided by the renting party. Ceremony chairs will be picked up by SNR staff 1-hour after ceremony begins. If used, Ready Room needs to be cleared of items 1-hour after ceremony begins.

*Ceremony rentals may start no earlier than 9 a.m. and conclude no later than 5 p.m.*

**Lunch or Cocktail Reception**

(Optional add-on to ceremony package)

- $250 -

Up to 100 guests (enough seating for 40 guests at picnic tables included in price)

Up to 60 guests seated at alternative tables and chairs at additional cost

4-hour rental of one Glassberg Pavilion

Access to electricity

All A/V equipment must be provided by the renting party. DJ or music provider must keep volume at an acceptable level. All items provided by wedding party must be taken home on the evening of your event. Additional rectangle or circle tables may be provided at an additional cost.

*Reception rentals may start no earlier than 9 a.m. and conclude no later than 5 p.m.*
Catering

All catering scheduling is to be provided by the event party. It is up to the event party to provide accurate information regarding the reception site and amenities.

Alcohol is only permitted when served by a licensed, approved caterer.

Please be conscientious about waste and dispose of trash in proper receptacles.

Additional Rentals

Transportation
Golf cart transportation for guests and bride to ceremony site available for one-hour before and 30-minutes following ceremony:
$200

Tossable Items
Choose from tossable leaf confetti or individual vials of bubbles:
$10 per 10 units

Wedding Favors
“Let Love Grow” seed packet with Missouri native seeds to take home and grow:
$15 per bundle of 10 seed packets

Yard Games
Enjoy yard games set up at your ceremony reception site: giant checkers, yard Jenga, giant Connect Four and one cornhole set.
$100

Wedding Arbor
A gorgeous arbor created from repurposed honeysuckle removed for ecological restoration:
$100

Additional Tables
- Renters will need to provide their own table linens -
Cocktail tables (4 available): $25 each
8 ft. rectangle tables—6 available: $30 each
8 chairs included for receptions
6 ft. rectangle tables—6 available: $30 each
6 chairs included for receptions
6 ft. round tables—6 available: $40 each
6 chairs included for receptions
Policies and Regulations

Please be aware of the following policies and regulations. The renting party is responsible for sharing this information with all guest.

- No open flame candles or fire. Smoking, including electronic cigarettes, is not permitted anywhere at Shaw Nature Reserve. Please pass this information along to your guests.
- Please be advised that there is limited water availability at the Glassberg Pavilions for your reception and no access to a kitchen. We encourage you to bring water jugs pre-filled with water.
- Decorations cannot be hung with any type of nail, tack, or adhesive. Decorations can only be tied with string to existing structures.
- All wedding attendees must exit property by posted closing time unless otherwise planned with Events Coordinator.
- The use of rice, birdseed, potpourri, glitter and plastic confetti is strictly prohibited. This includes synthetic flowers/pedals. Please ask your Events Coordinator for recommendations on acceptable items to be tossed.
- Shaw Nature Reserve has a no pet policy, leashed service animals only.
- View the list of Shaw Nature Reserve policies https://www.missouribotanicalgarden.org/visit/family-of-attractions/

Photography

[Included in wedding and other ceremony rentals at no extra cost]

- $100 -

Access to scenic Shaw Nature Reserve landscapes
Easy bulk payment system for up to 20 people

Upon payment, you will receive a unique gate access code to share with your party members

Parking is allowed only in designated areas. Please do not pull over and park along the side of any roads. Horticulture staff works diligently in creating manicured garden beds, we ask that you be respectful and do no pick plants and stay on the walking paths. Shaw Nature Reserve does not allow the use of large props or furniture. Contact your Event Coordinator to discus ideas on fitting locations for photoshoots. Upon arrival, one party member will need to check-in at the Visitor Center. All other vehicles may proceed to the lift arm gate and use the shared access code.
Frequently Asked Questions

Q: Is there electricity at the Glassberg Pavilions?
A: Yes! There are multiple outlets in both of the Glassberg Pavilions. Please make sure that you bring appropriately length extension cords and power strips for your event.

Q: What if the weather is not looking good for our scheduled event?
A: Unfortunately, Shaw Nature Reserve is currently unable to provide an indoor space for large special events. The Glassberg Pavilions will give ample amount of cover during light rain.

Q: Can we bring in our own alcohol?
A: Only alcohol provided and served by a licensed caterer is permitted to bring and serve alcohol at Shaw Nature Reserve. Alcohol brought in by renters and guests is not permitted.

Q: Can we put up decorations at the Glassberg Pavilions?
A: Yes! We ask that you please do not use nails, tacks, or adhesive. Decorations must be hung with string only. Please bring your own ladder to hang decorations in the Pavilions. Other standing decorations are allowed, please be mindful of the gardens and plantings around the Pavilions and surrounding areas.

Q: Are we able to decorate the Glassberg Pavilions the day before our event?
A: We do not encourage decorating for your event the day before. Shaw Nature Reserve is open to the general public and we cannot guarantee the safety of your personal property. You are allowed to come before your ceremony, within your agreed upon rental time, to decorate before your ceremony.

Q: How long will my gate access code work?
A: Your gate access code will work only on the day of your event. We asked that one party member inform Visitor Center staff of your arrival.

Q: Can we bring our own tables and chairs?
A: Yes! You may bring your own tables and chairs. These items will only be allowed on the concrete patio under the Glassberg Pavilions and may only be set up within your reservation period. All items must be taken home within your reservations timeframe.

Q: What time during the date may we plan our ceremony/reception?
A: We request that all rentals be scheduled between 9 a.m. to 5 p.m.

Q: What time of year is best for an outdoor ceremony/reception? Will prescribed burning be an issue?
A: Shaw Nature Reserve is beautiful year-round! Being a nature reserve, there is active management practices to ensure our habitats stay healthy. This could include prescribed burning. Burning typically occurs late November to late February. By late April, vegetation is already growing back and is around shin-high!
Suggested Planning Schedule

10 months—18 months
We can schedule special events 18 month before their intended date
Schedule a site visit to choose your location and discuss details with the SNR Events Coordinator

8-10 months out
Send in your signed Special Event Agreement to the SNR Events Coordinator
Send in non-refundable deposit within 7 days of signing Agreement
Start shopping for a caterer, photographer, floral provider, music, and officiant

4-8 months out
Finalize details with photographer, floral provider, music, and officiant

1-3 month out
Send out your invitations with directions to Shaw Nature Reserve provided by the Events Coordinator
Send in the remainder of your invoice (no later than one month before event)
Finalize itinerary for the rehearsal and day of and send to the SNR Events Coordinator

1 week out
Designate a point person to keep in contact with your SNR Events Coordinator for the day of your special event

Day before
Attend one-hour rehearsal at Shaw Nature Reserve
Make sure all necessary decorations and ceremony/rehearsal items are packed
Get a good night’s sleep!

Day OF
Take a deep breath, relax, you got this.
Most importantly, enjoy your special day and soak up every minute. Congratulations!
Photo Gallery