



# group tours guidelines

ATLANTA BOTANICAL GARDEN

404-888-4761 | [abggtour@atlantabg.org](mailto:abggtour@atlantabg.org)

## *Gainesville*

### **Cancellations**

- If you must cancel your tour, call the registrar at least 24 hours in advance at 404-888-4761.
- Please give as much notice as possible so tour guides can be contacted.
- All tours take place rain or shine.

### **Parking**

- There is no fee to park on-site.

### **Scheduling**

- We do not take reservations by phone. A confirmation will be emailed to you within a week of receiving your completed form.
- If you would like multiple tour dates and times, please complete multiple online registration forms.
- Guided Tours may not exceed 50 individuals per time slot. If your group is larger, you must select enough dates and times not to exceed the maximum.
- Guided Tours will be offered on Wednesday and Friday at 10:30 a.m. Tours are limited and scheduled on a first-come, first-serve basis. March, April and May are the Garden's busiest months of the year, so consider scheduling your visit for autumn or winter, as the Garden is beautiful year-round.
- Guided Tours are 45-60 minutes. Please include time for your group to assemble before and after the tour.
- Your group must pay in full on the day of your visit. You must submit one payment, either cash, check, Visa, American Express, or Master Card. You may not pay separately.
- All tours will take place rain or shine.
- Group tours are not guaranteed if the group arrives more than 30 minutes late.

### **Refreshments**

- There is no café on site.
- Outside food and beverages are not allowed in the Garden.