



## Atlanta Botanical Garden Adult Group Guidelines

### Scheduling & Payment Information

- To register, please read through these guidelines and then fill out the Adult Group Scheduling Form.
- Payment must be made in full either in advance or at check in. You must submit one payment, by either card (Visa, MasterCard, American Express, or Discover) or check. You may not pay separately. The Garden does not accept cash at this time.
- Groups should plan to arrive all together. If your group members will be arriving at different times, we ask for a group representative to wait at admissions and check in your group members. Once everyone has arrived, that representative should follow up with admissions to finalize check in and payment. We cannot check in your group members one by one, and group members cannot pay separately at the admissions window and receive the group rate.
- All tours are rain or shine. If you must cancel your tour, we require that you alert the Registrar at least 24 hours in advance. You can email [registrar@atlantabg.org](mailto:registrar@atlantabg.org) or call (404) 591-1543. If you decide to reschedule, you must submit a new registration form.

### Parking Information

- Please follow the parking officer's instructions when you arrive. There is a fee to park on-site. If your group chooses to park onsite Tuesday – Friday, you can purchase a \$5 parking voucher per bus. Payment for bus parking can be included with your tour payment. Small vehicles can park in the parking deck and pay upon exiting. Parking in the parking deck is free for the first 30 minutes, \$2 for 31 – 60 minutes and \$1 for each additional 30 minutes. There is no fee to park offsite. Bus parking is not guaranteed and is available on a first-come, first-served basis.

### Checking In & Garden Rules

- Self-guided Visits: You will be given maps and information upon check-in at the Harden Visitors Center.
- Guided Tours: The docent will meet you in the Hardin Visitors Center after you have checked in with admissions, and will be wearing a green Atlanta Botanical Garden Volunteer apron. Guided tours last about 1 to 1 ¼ hours. If you arrive late, you may be given an abbreviated tour. Tour guides will be dismissed and you will not receive a tour if you are late by 30 minutes or more.
- The Garden does not allow outside food or drinks. You may bring a water bottle. Refreshments are available for purchase at Longleaf restaurant, the Quick Café, and the Snack Shack.
- Adult groups must follow the Garden's safety protocols found [here](#).