

EVENT HIRE *by* BOTANICA



Thank you for considering Botanica for your event.

We have a range of beautiful English grown trees, shrubs and climbers for hire. Our real living trees provide that extra special element that leave a lasting impression, with an unrivalled variety of plants from table decorations to semi-mature trees and all sizes in between.

How it works

Operating predominantly in East Anglia, we work closely with you to create a design that suits your venue and theme, offering advice and suggestions to bring your ideas into reality. We deliver and install the plants at your venue, as well as collecting after the event, ensuring a smooth process from start to finish.

Nursery viewing

We offer an initial viewing appointment with a member of the hire team who will guide you around our 30-acre nursery and explain the options available to you and how we operate.

If your event is more than a year ahead, we highly recommend coming to the nursery the same month as the event so you have a better idea of how the trees will look at the time of year you will be using them.

If you do not live locally, why not consider asking a trusted friend or relative to visit on your behalf.

We will send a note with your initial ideas and preferences, which can be developed and changed closer to your event.

Booking

Once you are happy to proceed, we will ensure we have the capacity for your event. We are limited to the number of events we can cater for per day and require a £150 deposit to confirm your booking and secure the date(s) of your event.

Final selection

10-14 days before your event we will meet you at our nursery where we tag each tree and make the final plan of where they will be positioned at your venue and you will also provide your seating plan (where appropriate).

At this stage we can still change the number of trees, heights etc. from the original quote as we do understand that the closer the event gets, the more you have a chance to think about the space and may consider adding more trees to the original plan.

After the selection is finalised, we will send the final invoice which must be paid 7 days before installation.

Installation

The selected trees are waterproofed, dressed in hessian, transported, installed, and secured into the venue in the agreed positions.

It is preferable for you (or a representative) to be on site at this stage to ensure any required alterations are accommodated to your satisfaction. If we know this is not going to be possible, we will draw a plan with you on the selection visit to ensure the best possible look for your event.

Collection

During the course of the hire we ask that appropriate watering is carried out to protect the trees from harm. We will discuss this with you, as it varies depending on which tree you choose. After the event and on the appointed collection day, our crew will return to remove the trees and take them safely back to the nursery. They can then be grown on for someone else to enjoy, unlike cut flowers the trees are never wasted. We always leave the venue clean and tidy and often work directly with the venue to arrange the collection on your behalf.

Standard Hire Package Prices

<u>Bronze:</u>	<u>Silver:</u>	<u>Gold:</u>	<u>Diamond:</u>	<u>Bespoke</u>
4 x small trees	2 x small trees	6 x large trees	6 x large trees	-
2 x large trees	4 x large trees	with lights	4 x small trees	-
	with lights		with lights	-
£625.00	£850.00	£975.00	£1,275.00	-

- We will show you at your initial visit the selection of trees at different sizes. Larger sizes are also available at a bespoke price
- Our lights are battery powered fairy lights
- Minimum Hire charge - Bronze package (£625)
- Bespoke Hire Packages - Please contact us to discuss
- Prices are inclusive of VAT
- Delivery included within 15 miles. Over 15 miles - Please contact us to discuss
- Installations & collections at evenings, weekends or bank holidays attract a supplementary charge

