



Group Sales Department
Roger Williams Park Zoo
1000 Elmwood Avenue, Providence, RI 02907
Phone: (401) 467-0150 • GSales@rwpzoo.org

We're excited to announce the return of the **Holiday Lights Spectacular at Roger Williams Park Zoo (Providence, RI)**

Taking place select evenings from November 26, 2021 – January 2, 2022!

This highly anticipated event features a breathtaking display of illuminated holiday light displays! This zoo-wide walkthrough event features festive larger-than-life luminous displays and over 1.5 million illuminated lights. It's the most wonderful way to ring in the holidays!

Be Part of the Spectacular!

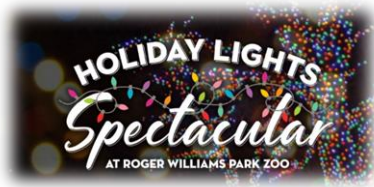
Come join us for the premiere of this long-awaited show, complete with a dazzling display of lights! Best of all, groups save with special discounts on tickets, meals, and more. Private events can take place any night that the show is open, excluding Saturdays.

Spaces book quickly – don't delay! Reserve your place in the 2021 Spectacular today.

What does a private event entail?

- ✓ Events take place from 4:30 – 8:30 PM. Dine, mingle, and enjoy delicious fare at the zoo's **indoor, heated** Education Center (accommodates up to 80 guests). This venue reservation is available for \$500.
- ✓ Hosts then add on required admission to the Holiday Lights Spectacular for each guest.
- ✓ Lastly, customize your experience with delicious catered cuisine. .

Spectacular tickets are required. Neither the Spectacular tickets nor catering selection costs are included in the venue fee listed above. A guest is considered anyone over age 1 and includes both adults and children.



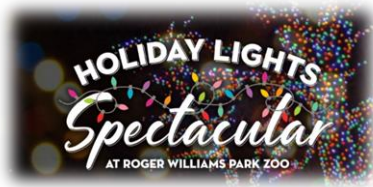
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General private event policies:

- Every guest purchases a Spectacular admission ticket, and every visitor must have a meal item purchased for them. This includes group leaders and bus drivers.
- Physical tickets are neither distributed nor required.
- While your event venue is indoors, the Spectacular is largely and/or entirely **outdoors**.
 - It will be most enjoyable to those who dress comfortably and in tune with the weather forecasts.
 - Temperatures can dip low once the sun goes down, so dress accordingly. Comfortable shoes will also help folks navigate the event.
- The Holiday Light Spectacular is a rain-or-shine event and therefore non-refundable. However, we prioritize visitor safety and in cases of extreme weather, the show may be cancelled.
 - Cancellations are rare and only take place in extreme situations.
 - RWPZ reserves the right to cancel or reschedule any event for any reason, including current or forecasted weather conditions. We will make every effort to communicate with you about changes.
 - For your convenience, all cancellations or changes will be posted on the Zoo's website and Facebook page.

Event timeline:

- Timely arrival is extremely important, as guests will need to be escorted into the venue before the event opens to the public. It is very important that hosts notify their guests that late arrivals may miss the event experience!
- To ensure a full event experience, all event guests must be checked in by 4:30 PM. Event attendees will be escorted to their private event venue by zoo staff.
 - Event guests should plan to reach the zoo's parking lots by 4:15 – 4:30. This will best allow for event guests to check-in for the event by 4:30 PM and be escorted to the venue before the show opens at 5 PM.
 - We strongly recommend guests arrive early – so they can allot ample time to park, reach the check-in area, and be escorted by zoo staff up to the venue before the event begins.
 - The check-in area is near the zoo's main entrance and we are happy to provide you with a map to this location. You may share the map with your guests as well.
 - The zoo offers complimentary parking across our four parking lots. On busy nights, spaces can fill quickly.
- At the venue, guests will be able to gather, mingle, eat and enjoy.
- Once the group finishes eating, guests can journey outside to enjoy the Spectacular on their own.
 - The walk-through Holiday Lights Spectacular is a zoowide experience that spans across zoo grounds.
 - On peak nights, it can be difficult to keep your group together, especially with social distancing requirements. If you are hoping to meet up at the end of the visit, we recommend group leaders provide phone numbers and a common meeting location for guests to reconvene. Overhead announcements cannot be made to reunite group members (the system is reserved for zoo emergencies only).



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2021 Holiday Light Spectacular Private Group Reservation: Standard Event

Organization Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Preferred Telephone: _____ Email: _____
 Contact Name & Phone/Email (if different): _____

STEP 1: Plan your event

Visit Date: _____ Estimated headcount: _____

Venue spaces are assigned based on party size and availability.
 Reservations run from 4:30 – 8:30 PM.

Venue Fee:
\$500
 A \$500 deposit payment is required to book
 your event today.

Step 2: Purchase tickets to the Holiday Lights show

Remember, anyone over age 1 counts as a guest. All attendees must be included in the following headcounts.

Adult Tickets (ages 13+): _____ @ \$11 each = _____
 Child Tickets (ages 2-12): _____ @ \$9 each = _____
 Infant Tickets (1 and under admitted free): _____

Lantern Ticket Cost:
 \$ _____

Step 3: Customize with a delicious meal

Choose a prix fixe meal to complete your event! Meal service runs from 4:30 – 6:30 PM.

OPTION 1: HOLIDAY HARVEST BUFFET: \$29 per guest

Harvest salad, complete with roasted butternut squash, zucchini and yellow squash, and dried cranberries, topped with a cider vinaigrette
 • Roasted turkey • Sage stuffing • Mashed potatoes • Cranberry sauce
 Dinner rolls • Butter • Gravy • Spring water • Coffee • Soft drinks • Warm apple crisp

OPTION 2: HOLIDAY HARVEST BARBEQUE MEAL: \$20 per guest

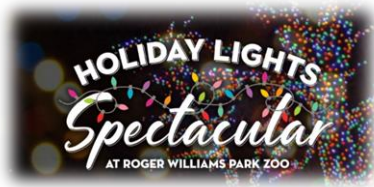
Hamburgers • Hot dogs • Baked beans • Rustic potato salad • Fresh garden salad • Cookies • Brownies • Iced spring water

Feeling hungry? Add these on:

BBQ Pulled Pork - \$5 per person // BBQ Pulled Chicken - \$5 per person // Vegetable Succotash - \$4 per person
 Cookies and Brownies – \$3 per person // Hot Chocolate - \$4 per person // Gatorade - \$4 per person

Looking for something different? Bar service and a larger catering menu are also available.

Contact SSA's Catering Manager (LoriPiscopio@thessagroup.com) to learn more.



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Please mark your desired meal selection(s) below.

Holiday Harvest Buffet Meals: _____ @ \$29 each = _____

Holiday Harvest Barbeque Meals: _____ @ \$20 each = _____

Meal Cost:

\$ _____

Custom meal additions: _____

General Policies:

- All event reservations are accepted on a first-come, first-serve basis. Both a completed contract and deposit payment are required to reserve your space. Final headcount and final payment are due seven days before event. Purchases are non-refundable unless Roger Williams Park Zoo (RWPZ) cancels your event. RWPZ reserves the right to cancel or reschedule any event (including the Lights show or a private event feature) for any reason, including but not limited to current or forecasted weather conditions.
Full policies/event information cited throughout this document and/or on our website so please be sure to also visit rwpzoo.org/ for all show policies and rwpzoo.org for all zoo rules, as they will apply to your event as well.
Please consult with the Group Sales Department as soon as possible if you are looking to bring in food, entertainment, vendors, or other special features. Preapproval from the zoo is required, and additional fees may also apply.

Catering Information:

- The zoo's on-site catering company, SSA, is a separate business from the zoo and therefore has its own unique policies and payment policies (which may differ from RWPZ's policies). Please connect with SSA directly to learn more.
If you choose prix fixe menu options, the Group Sales team will bill you for the items one week before the event (after your final headcount is collected and the quantities are adjusted accordingly). However, if you make custom catering arrangements do note that you will likely pay SSA directly for these custom arrangements, and they may have additional fees associated with them (ex: bartenders or service fees). Please consult SSA directly for more information.
Please be sure to disclose all allergen information to the caterer in advance.

COVID-19 Safety Information:

- Unvaccinated guests are required to wear a mask anytime they are indoors. Unvaccinated guests are also required to wear a mask outdoors when 3' spacing cannot be maintained. A mask must cover both the nose and the mouth. Masking is also encouraged for vaccinated guests.
All local, federal, and organizational Covid-19 protocols/requirements apply, including changes or new requirements made after this contract is signed. We will do our best to inform you of those changes in a timely manner, though this rapidly-evolving situation may mean last-minute updates.

Non-refundable \$500 deposit payment required today.

_____ I would like to pay by check. (Please make checks payable to Rhode Island Zoological Society. Returned checks will result in an additional \$25 fee).

_____ I would like to pay by credit card. (All major credit cards are accepted, please write card information below)

Name on Card: _____ Card Number: _____ Exp. Date: _____

BY SIGNING BELOW, I AGREE TO ALL TERMS AND CONDITIONS LISTED THROUGHOUT THIS DOCUMENT.

Signature: _____ Date: _____