

Calgary



RALPH KLEIN PARK EVENTS & WEDDINGS



A breath of fresh air

Surrounded by endless prairie, Rocky Mountain views and Canada's largest man-made wetland, Ralph Klein Park offers a unique setting for weddings, special events and corporate functions. Whether you're looking to host a small gathering or larger celebration, we have a variety of indoor and outdoor rental spaces to suit your needs.

Contact us at 311 (403-268-2489 if outside city limits) or rkp@calgary.ca to discuss your event details and arrange a site tour, or visit us online at calgary.ca/rkp.

Rental spaces

We offer a number of indoor and outdoor spaces for small to medium-sized events and weddings. Each room within Ralph Klein Park's uniquely designed Environmental Education Centre features floor-to-ceiling windows with stunning, panoramic views and direct access to exterior walkways. Outdoor spaces include a rooftop terrace and green field, both providing a beautiful setting for nature-infused, open-air celebrations.

Indoor

ROOM	DIMENSIONS (FEET)	SQUARE FOOTAGE	MAXIMUM CAPACITY					
			BOARDROOM	BANQUET	CLASSROOM	COCKTAIL/RECEPTION	THEATRE	U-SHAPE
Stickleback	28 x 26	768	20	20	30	59	40	20
Mallard	27 x 35	950	20	40	32	60	50	20
Salamander	27 x 35	950	20	40	32	60	50	20
Blue Heron	75 x 20	1800	40	80	35	120	100	30
Dragonfly (Mallard+Salamander)	54 x 35	1900	47	104	64	150	150	47

Stickleback, Mallard, Salamander and Dragonfly rooms are equipped with built-in projectors, podiums, microphones and whiteboards. SMART boards and projectors are available for the Blue Heron room.

Outdoor

SPACE	MAXIMUM CAPACITY
Rooftop Terrace	120
Green Field	200

Rental rates

ROOM	REGULAR RATE*	AFTER-HOURS RATE**
Stickleback	\$75/hr	\$125/hr
Mallard / Salamander	\$75/hr	\$125/hr
Blue Heron	\$150/hr	\$200/hr
Dragonfly	\$150/hr	\$200/hr
Rooftop Terrace	\$100/hr	\$150/hr

* Rates apply to bookings between 8 a.m. and 4 p.m., Monday to Friday. Minimum two-hour bookings are required.

** Rates apply to bookings prior to 8 a.m. and between 4 p.m. and midnight, Monday to Friday, and 7 a.m. to midnight on weekends. Minimum two-hour bookings are required.

Additional fees

Extra fees apply for the items and services listed below. Please confirm at time of booking to guarantee availability.

ITEM/SERVICE	FEE
Teak dance floor (16' x 24')	\$450
White outdoor folding chairs* (up to 150)	\$150
Cocktail tables	\$10/table
Overnight storage (pre-approval required)	\$50+
After-hours staff	\$50/hour
Security**	\$20/hour

* Includes set-up and take down.

** Required for all after-hours events.



Don't forget to include set-up and clean-up in your booking timeframe.



Wedding packages

Ralph Klein Park offers a one-of-a-kind setting for unforgettable weddings. Choose from our list of packages below or create a custom package that's just right for you. Book your date early to avoid disappointment. We accept bookings up to one year in advance.

I Do Package*

(Ceremony only)

Say 'I do' on our Rooftop Terrace offering magnificent views of the natural landscape and surrounding wetland.

Details

- Exclusive use of the Rooftop Terrace and Blue Heron room
- Includes banquet tables and conference chairs for seated reception (Blue Heron room only)
- Maximum 80 people seated/120 people standing
- Two-hour booking
- \$600 + tax

Let's Celebrate Package*

(Reception only)

Celebrate your big day in our uniquely designed Environmental Education Centre featuring floor-to-ceiling windows and a mix of natural and contemporary architecture.

Details

- Exclusive use of the Dragonfly and Stickleback rooms
- Includes banquet tables and conference chairs for seated reception
- Maximum 104 people seated/120 people standing
- Six-hour booking
- \$1,800 + tax

*The I Do and Let's Celebrate packages can be combined. Additional rooms and/or time can be added. See applicable rental rates.

Stress-Free Package

(Ceremony, cocktails and reception)

Take the stress out of your special day by hosting your ceremony, cocktails and reception in one location. Enjoy the full use of the Environmental Education Centre, including the Rooftop Terrace and both floors of the facility.

Details

- Exclusive use of the Environmental Education Centre
- Includes banquet tables and conference chairs for seated reception
- Maximum 104 people seated/150 people standing
- Six-hour booking (after 4 p.m. only)
- \$3,000 + tax



Photography sessions

Ralph Klein Park's natural setting and panoramic views provide a beautiful backdrop for wedding and event photos. Outdoor photography sessions are permitted but exclusive use of the park cannot be granted. For guaranteed access to areas within the Environmental Education Centre, please book the space(s) required.

Check out our green wedding guidelines for ideas on how to make your big day more eco-friendly.

Food and beverage

We are pleased to partner with two exclusive Calgary caterers, each offering a range of food and beverage options for various budgets and palates. Please contact them directly to make arrangements for your event.



Hotels Arts

www.hotelarts.ca/event/curated-catering



Great Events

www.greateventscatering.ca

Alternate caterers are welcome! Please ask your City booking representative to discuss site restrictions and caterer guidelines.

Please review our food and beverage site policies prior to booking your caterer.



Green wedding guidelines

Planning a green wedding is easier than you think. Here are some helpful ideas for creating your special day in an eco-friendly way.

Invitations and communication

- Email your wedding invites
- Create a website for RSVPs, updates and photos
- Use 100 per cent post-consumer recycled paper
- Choose soy or vegetable-based ink
- Use inkjet printers for reduced energy consumption

Flowers and centrepieces

- Opt for imitation flowers or plants
- Choose potted plants instead of cut flowers
- Purchase from local and sustainable vendors
- Choose flowers or plants that are in season
- Use recycled or re-usable vases and containers

Music

- Go unplugged for reduced energy consumption
- Create your own playlist and use a small sound system

Transportation

- Provide group transportation for your guests
- Encourage carpooling

Photographs

- Opt for a digital wedding album
- Print your photos using vegetable-based ink

If you have other eco-friendly wedding ideas, we'd love to hear them! Email us at rkp@calgary.ca.

Sustainability standards

Environmental sustainability is at the core of who we are and what we do at Ralph Klein Park. Minimizing our environmental impact and contributing to a healthy ecosystem are of top priority when it comes to our daily operations, decision making and facility use.

Our Environmental Education Centre features innovative green technologies, including solar panels, radiant heating, low-flow taps and composting toilets, for reduced energy consumption and carbon emissions. We choose environmentally friendly and fair trade products, when possible, and re-use, recycle and compost for decreased waste production.

To ensure our park and facility are used in an eco-friendly manner, we require our vendors, partners and clients to abide by the following sustainability standards:

RECYCLE

Recycling bins are provided throughout the park and Environmental Education Centre. A large collection area for glass, metal and cardboard is located in the centre's entrance hallway. Please separate your recyclables and dispose of them in the appropriate containers.

COMPOST

Composting bins are provided in each room of the Environmental Education Centre. Please sort your waste from your compostable materials and dispose of them in the proper receptacles.

CHOOSE

When purchasing or renting items, consider products that are gentle on the environment, sold by fair trade companies and made from compostable and/or recyclable materials.

RE-USE

Before throwing items away, consider if they can be re-used for other purposes or donated to a community group or non-profit organization.

Site policies

Please review our site policies carefully before booking your wedding or event.

Confirmation of details

Event details must be confirmed a minimum of 30 days in advance, including but not limited to room layout/set-up requirements, number of tables and chairs, technology requirements and storage needs.

Decorations

Decorations, including linens, are not provided by the facility but are permitted with the exception of the following items: balloons (helium and air), floating lanterns, boats, floatables, open flames (including candles) and confetti (including bird seed, rice and imitation and real flower petals). Please consider sustainable, eco-friendly decorating options.

Decorations must not be tied, taped or otherwise attached to windows, walls, railings, staircases, trees or any other park or facility structures.

Food and beverage

A 10 per cent facility fee will be added to all catering bills to cover kitchen and equipment costs.

Alcohol consumption is not permitted unless a liquor license and event insurance has been obtained. Liquor service is restricted to between 4 p.m. and midnight. Service may begin prior to 4 p.m. on weekends only, however, requests must be received at time of booking.

Music

DJs and other forms of recorded or live music are permitted. Limited electrical outlets are available. Music must be confirmed at time of booking. A SOCAN (Society of Composers, Authors and Music Publishers of Canada) license is required and must be obtained by the event organizer.

Parking

Complimentary parking for up to 160 vehicles is available. Overnight parking is not permitted.

Payment and cancellations

A \$150 non-refundable deposit is due upon confirmation of the booking. Half of the remaining balance is due within the next 30 days. Final payment is due 60 days prior to the event. If the booking is made within 60 days or less of the event, full payment is required.

A refund, less the deposit and a \$50 cancellation fee, will be provided if the booking is cancelled a minimum of 60 days prior to the event. All other cancellations will not be refunded. Cancellation notices must be provided in writing.

Set-up and clean-up

Set-up and removal of facility tables and chairs will be provided. Any additional set-up and clean-up is the responsibility of the event organizer and must be included in the booking timeframe.

Delivery of any items must occur during the allotted set-up time. Large or bulky items require advance approval. Limited storage, dollies and carts are available. Fees may apply.

All items brought on site must be removed after the event and rooms left in the condition in which they were found. A cleaning fee will be charged if any waste and/or items are left on site. Extra fees will apply for damages incurred.

Site use

Compliance with City bylaws is required. Bylaw extension permits are mandatory for all bookings after 4 p.m. Extension permits will be obtained by Ralph Klein Park staff and a confirmation email sent to the event organizer.

We are not responsible for loss or damages and reserve the right to decline bookings.



Ralph Klein Park and Environmental Education Centre

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Contact us

Phone: 311 (403-268-2489 if outside city limits)

Email: rkp@calgary.ca

calgary.ca/rkp