



SPECIAL EVENTS INFORMATION PACKAGE

Contact

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ALOHA

We thank you sincerely for your interest in Sea Life Park Hawaii as a venue for your upcoming event. Located on Oahu's scenic southeastern shore, our park is nestled below the majestic Ko'olau Mountain Range and features an impressive panoramic view of the Pacific. In the distance, Mānana (a.k.a. "Rabbit Island") rises gently out of the ocean while the rugged cliffs of Makapu'u and its famed lighthouse invite you to set foot on its unspoiled beach. Whether you select to host a lively daytime reception or a relaxing evening dinner with the amber sun setting over the horizon, each of our venues offers a breathtaking backdrop for *your* special occasion.

To complement the natural beauty that will surround your event, our chefs provide artfully prepared cuisine tailored to your tastes - your favorite foods from near and far, with a twist. Popular entrées include Mahi Mahi with Macadamia Nut Sauce, Coconut-Crusted Shrimp, and Prime Rib. Service is gracious and attentive, yet laid-back. It's the Waimanalo way.

We cordially invite you to join us. Our simple promise: 'Ono (that's "delicious") cuisine; a staff that puts the Aloha Spirit front and center; and a magnificent setting that's often described as "Paradise.

VENUES

MAKAPU‘U

| MEADOWS



With a spectacular seascape overlooking the Pacific Ocean, the “Meadows” is our largest venue with 28,000 square feet of usable space. It features a production-scale stage, a grass lawn with a synthetic section for convenience, a roofed Pavilion that can Accommodate up to 100 guests, as well as a thatched-roof bar.

Venue cost: \$3,500 + tax

Dimensions: 175’ x 165’

Stage: 32’ x 16’ or 512 sq. ft.

Capacity: Up to 600 guests for a seated dinner; 800 guests for a standing concert event, and up to 100 people seated under the pavilion. Fee includes tables and chairs with current existing layout. If additional items are needed, we are able to provide at cost: 8-foot tables at \$8 per; white, plastic folding chairs at \$4 per; and white linen at \$10 per. In this case, Sea Life Park does not handle the set-up and breakdown. You may arrange this through rental companies, coordinators, or caterers

Electricity: Multiple power sources around perimeter of grounds.

Event Times: 10am to 12pm (Daily), 10am to 2pm and 5pm to 10pm (Thursdays and Saturdays Only).

BEACHBOY LANAI



The charming Beachboy Lanai features an indoor-outdoor terraced setting and a comforting breeze year-round. Your guests will also enjoy views of our lovable sea lions, Dolphin Lagoon and Rabbit Island just offshore. It's a decidedly a more intimate venue.

Venue cost: \$750 (daytime) & \$1,500 (evening) + tax.

Capacity: 200 guests for evening events. Fee includes brown tables and chairs as currently set up. If additional items are needed, we are able to provide at cost: 8-foot tables at \$8 per; white, plastic folding chairs at \$4 per; and white linen at \$10 per. In this case, setup is not offered through Sea Life Park. Please arrange this through rental companies, coordinators, or close family/friends. Layout must be returned to prior condition before event ends.

Electricity: One main power source.

Event Times: 10am to 2pm or 6pm to 10pm



SEASIDE GARDENS



Brides choose the “Gardens” time and again for the wedding ceremony of their dreams. Perched on a verdant windswept bluff, this venue offers an unforgettable setting for you and your guests. To your left, Rabbit Island rises modestly above the blue Pacific, while the cliffs of Makapu‘u and the regal peaks of Ko‘olau soar to the right. Looking towards the horizon, the pristine ocean gently caresses the bright Hawaiian sky, a breathtaking vista that appropriately captures the harmony and beauty of your special day.

Venue cost: \$1500.00 + tax

Capacity: Up to 100 guests comfortably for a wedding or vow renewal ceremony. Fee includes up to 100 white folding chairs. If additional items are needed, we are able to provide at cost: 8-foot tables at \$8 per; white plastic folding chairs at \$4 per; and white linen at \$10 per. In this case, Sea Life Park does not handle the set-up and breakdown. You may arrange this through rental companies, coordinators, or caterers

Electricity: One power source.

Event Times: From 10am-12pm or 1pm-3pm (times are flexible upon request).



OVER NIGHT EVENTS

MAKAPU’U MEADOWS- \$5000

Event Times: 930/10pm-7am (Please choose a time up to 7 hrs.) Events that go past the agreed upon time will incur a fee of \$4.00/minute.

Capacity: 150 (pavilion); 600 (total seated between the lawn and pavilion); 800 (standing-room concert). Rental fee does include current tables and chairs on lawn.

Setup Time: On Thursday or Saturday party may come 3 hours prior to event start time for early arrival set up.

Set/Up & Breakdown: In this case, Sea Life Park does not handle the set-up and breakdown. You may arrange this through rental companies, coordinators, or caterers.



OVER NIGHT VENUE BOOKING GUIDELINES

- (1) For deadlines & payments please visit page 11.
- (2) The Site Rental Fee includes the Makapu’u Meadows venue on Thursday and Saturdays nights only; upon availability, unless otherwise agreed upon.
- (3) You would be responsible for event planning, set-up/reset, cleanup of your outside items (including trash) and departure by a designated time.
- (4) Depending on group size and activities, Sea Life Park may require a \$500 refundable damage deposit. All outside vendors operating on property must sign a release and liability waiver provided by the park and in some cases list Sea Life Park as additionally insured at least 7 days prior to your event.
- (5) For evening events, note that Sea Life Park is closed and guests must stay inside the venue, unless otherwise approved.
- (6) Additional security or off duty police officer may be required at Park’s discretion for groups more than 100 people.
- (7) For décor restrictions please visit page 16.



SET UP AND BREAK DOWN

Set up and breakdown fee is NOT charged with the venues. Setup not offered through Sea Life Park. Please arrange this through rental companies, coordinators, or caterers. Guest is responsible to arrange breakdown of current items, set up layout desired, and returns to prior condition before exiting; a liability waiver provided by Special Events must be signed at least 7 days prior to event. See page 5 for more details.

REHEARSAL FEE

\$180.00 (1 hour)

Although a rehearsal is not required, it is strongly recommended to ensure your wedding runs as smoothly as possible. A \$30.00 per half-hour charge will be added for rehearsals extending over the allotted time. Fee does not include chairs.

CATERING PARK ADMISSION

Except where noted in Menus or Packages, Sea Life Park Admission must be purchased for day events with catering that take place during our normal hours of 10am to 4pm (closed Wednesday and Thursday). Please inquire with Special Events to see if your group/event qualifies for discounted rates.

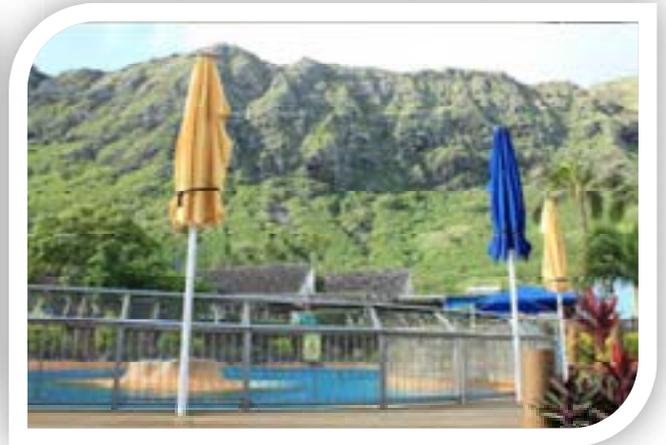
*State ID must be presented to receive resident rates.



ANIMAL INTERACTIVES

SEA LION FEEDING

\$8/feeder. (Reg. \$10). Hand-feed fish to the personable and vocal residents of our Sea Lion Feeding Pool. If feeder is 12 years or under, he/she may be accompanied by an adult. Based on availability.



TURTLE FEEDING

\$4/cup. Tray of turtle food will be brought to your party area. Your guests will be able to feed the honu (sea turtles) at the any time before 2:30pm. Maximum of 50 cups/group, based on availability



“GET WET” INTERACTIVE OPTIONS

Special group rates are available for all of our interactive animal programs listed below. Contact Special Events at **(808) 259-2565** to confirm that your group qualifies. Following that, your guests may call Reservations at **(808) 259-2500** to check availability and to make a reservation. Guests must mention that they are with your group for the discounted rate. All programs based on available.

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INTERACTIVE DESCRIPTIONS, SCHEDULES, & AGE RESTRICTIONS

For additional info, see the link below. Please be aware of your itinerary to avoid overlapping activity times.

<https://www.sealifeparkhawaii.com/plan-a-visit/tickets-and-program>

PRIVATE DOLPHIN SHOW- Inquire with special events on rates and availability. Located at our dolphin lagoon between 3pm-4:30pm.

DOLPIN JUMPING PHOTO OP- \$100.00 located at our dolphin lagoon between 10am-4pm. Inquire with special events for more information and time slot needed.



DEADLINES + PAYMENT SCHEDULE

- * Twenty-Percent (20%) of the total estimated price quoted based on the “Minimum No. Guarantee” of expected Attendees immediately upon signing the Group Event Agreement. Agreement must be submitted at least (30) days of your reservation to avoid cancellation.
- * 30 Days Prior: The final alcohol and F&B choices (buffet menus, pupus, and drinks) are due. 50% of remaining balance on invoice is due.
- * 15 Days Prior: A final head count is due. You must pay for this amount even if fewer guests end up attending. Final Payment is due in full.
- * 7 Days Prior: Set-up/layout of event must be finalized. All outside vendor information (if any) must be submitted.
- * Day of event: Any additional fees for parking, bartending, security will be due.



Acceptable methods of payment include: credit card, debit card, cash, cashier check, money order, or approved Group check (no personal checks or secondary-party checks.)

CANCELLATIONS

All cancellation requests must be made in writing to the Special Events Department. The letter may be mailed, faxed (808-259-7373) or emailed.

Refunds for cancelled events will be made as follows:

- Either party may cancel the Event by providing a thirty (30) days prior written notice to the other party. 100% of the initial payment will be refunded minus the nonrefundable deposit.
- Less than thirty (30) days of written notice or is a no-show Park shall be entitled to keep the full Deposit amount. Group shall also reimburse park, as liquidated damages for an amount of equal to 50% of the minimum guarantee ticket sale of this agreement.
- Less than ten (10) days of written notice, NONE of initial payment will be refunded. Group is responsible to pay Park for the full contract price (including meals and other goods/services requested) at the agreed upon price.

VENUE BOOKING GUIDELINES

- (1) Makapu'u Meadows can be reserved for groups of 50 or more. Use of the space by smaller groups is subject to availability and based on the group size and needs.
- (2) Beachboy Lanai daytime capacity for daytime events shall not exceed 50 guests. Beachboy Lanai evening capacity for events shall be capped at 70 guests.
- (3) Unless otherwise agreed, all food and beverage must be purchased through the park. If party wants to bring outside food through an approved caterer, please contact Special Events for documents required prior to event. All food requests must be submitted to Special Events Dept. at least 30 days in advance for approval. Note that Sea Life Park does not provide plates, utensils, heaters, etc. for any outside food unless purchased or rented. All food related plates, utensils, and cups must be eco-friendly. Outside alcohol is not permitted.



- (4) Event hours for your reserved area will be specified on a Group Event Agreement. During daytime events, guests may stay in the Park until it closes at 3:00pm (closed Wednesday and Thursday). Evening event hours are 5pm and 6pm to 10pm; guests may stay until 12am for an additional cost (see on page 7). As respect to our animals, guests are prohibited to enter the park after park hours during evening events.
- (5) Setup and breakdown fees are not optional. These fees are determined on venue booked (see on page 8).

- (6) Additional fees for added security or off-duty police officers will apply for groups larger than 150 people or at Sea Life Park's discretion.
- (7) For larger groups Sea Life Park may request party to rent light towers for safety purposes in the parking lot.
- (8) For day time events all guests must pay for parking at \$5 per car. If the guests prefer Sea Life Park can tally parking with the option to pay for their parties parking after the event. Parking can be paid by cash or credit card.
- (9) Any loitering outside of rented venue will result in immediate shut down of event.
- (10) Drones are prohibited to operate on property, unless approved by Park Management.

SET-UP/LAYOUT

(1) Set-up and/or layout of tables (including: food, drinks, desserts, etc.) and chairs are to be finalized with Special Events Dept. at least 7 days prior to event. Please allow adequate timing for any special needs as additional ordering and lead time may be required.

(2) You may come in as early at 8:00am for daytime events, 2:00pm (Makapuu Meadows), and 3pm (Beachboy Lanai) for evening events to set-up additional equipment, decorate the area (see below for décor restrictions), and add finishing touches. Earlier entry may be allowed depending on the needs of the group.

(3) All outside vendor contact information needs to be submitted at least 7 days prior to event. If vendor waivers are not signed prior to event, vendor will not be able to operate their services on property.

(4) If outside vendor or individual is used for tables, chairs and/or tent, Sea Life Park will not set up or break down vendor's/individuals items.

(5) Décor restrictions: For the safety of our animals, balloons, confetti, streamers, bounce houses, fire, and bubbles are not allowed at Sea Life Park. When securing decorations: zip ties, string, cinder blocks, sandbags, or rope may be utilized; nails, screws, staples, duct tape or creating holes of any kind are not permitted in the Pavilion or Beachboy Lanai



