



DAYTIME EVENTS

WWW.CURIODYSSEY.ORG

events@curiodyssey.org | 650.340.7565 | 1651 Coyote Point Drive, San Mateo, CA 94401

INTRODUCTION & RENTAL SPACES

CuriOdyssey in San Mateo, California, combines a dynamic science museum and zoo with a unique event venue. Its scenic indoor-outdoor spaces are perfect for corporate meetings, birthdays, family events, and more. Hosting events here supports early childhood education and animal conservation. With customizable packages, excellent facilities, and dedicated staff, CuriOdyssey ensures memorable and impactful events, blending innovation with nature.



REDWOOD HALL

- 8,000 square feet
- Up to 350 seated guest capacity
- Spread across up to four tiers
- Unique rustic architecture



BAY LABS

- 1,450 square feet
- Up to 75 seated guest capacity
- Modern and versatile
- Look out over the bay



CLASSROOM & THEATER

- 1,028 square feet
- Up to 50 seated guest capacity
- Access to the concourse
- Easily accessible

Location	Price	Seated capacity	Standing capacity
Top level of Redwood Hall	\$3,000	120	200
Top 2 levels of Redwood Hall	\$4,000	200	300
Top 3 levels of Redwood Hall	\$5,000	275	400
Entire Redwood Hall (4 levels)	\$6,000	350	450
Bay Labs 1 & 2	\$2,400	75	75
Bay Lab 1	\$1,500	30	30
Theater, Classroom, and Patio	\$1800	50	50

- Prices include six hours rental, tables and chairs, access to the museum and zoo, AV equipment, staffing, taxes, and parking.
- Each additional hour will be charged at \$250.
- The designated rental hours are from 9 AM to 5 PM. Adjustments to pricing will be made for events extending beyond this timeframe.

PROGRAM ENHANCEMENTS

Animal Ambassadors

Choose an animal ambassador for your event, while contributing to the financial well-being of our wildlife programs.

(Availability varies depending on recommendations from the Wildlife team)

\$350 for 30 minutes

\$475 for 1 hour

Team Building Programs

Join our CuriOdyssey Science Educators in team building during your meeting.

You can choose between two themes.

(Not available May through August).

\$500 for 45 minutes for up to 25 people

\$1000 for 45 minutes for 30-50 people

LIGHTING AND DECOR

Chandelier

LED chandelier & bottom level exhibits

(Available for Redwood Hall events)

\$350

Accent Lights

10 portable uplights that add a pop of color to the walls

\$150

Astro Botanical Sculpture

Botanical-inspired inflatable fabric sculptures that can be used to light up and decorate any space

\$500

CATERING

Arguello Catering
650-363-2030
arguellocatering.com

49 Square Catering
415-834-5348
49sqcatering.com

Par 3 at Poplar Creek
650-522-7525
par3thelodge.com

B & B Catering & Events
650-595-3058
bnb-catering.com

Heirloom Catering
650-622-4171
heirloomcatering.co

SB Catering & Events
650-868-0250
www.SBcatering.net

Cheat a Little Catering
650-227-1125
cheatalittle.com

Kitchenina
415-2992670
www.kitchenina.com

Ñora Spanish Catering
510-833-6672
510nora.com

RENTAL COMPANIES

AM Party Rentals
650-363-1050
ampartyrentals.com

Chairs 4 Events
650-226-5992
chairs4events.com

Unica Party Rentals
650-610-9002
unicapartyrentals.com

PHOTO BOOTHS & PHOTOGRAPHY

Eric James
925-451-5332
ericjamesphoto.com

Just the Little Things Photos
415-735-4728
justthelittlethingsphotos.com

Selfie Soiree
650-222-0734
selfiesoiree.com

Six & Ten Studio
510-338-4186
cwagnerphotography.com

Vivian Chen
510-579-3477
vivianchen.com

DJS, DECORATIONS & MORE

Denon & Doyle
800-944-9585
djay.com

DJ Buford Brown
408-472-4900
buford@abrownfilm.net

Elite Entertainment
408-733-8833
e3music.com

Four Leaf Entertainment
415-699-6048
fourleafent.com

Verducci Event Productions
510-746-8279
verduccies.com

MUSICAL TALENT

Benny B Music
415-290-8487
bennybemusic.com

Erica Messer
415-786-9143
hauteharpist.com

Speechless Music
774-231-8589
speechlessmusic.com

EVENT PLANNERS

Adrian Parties, Weddings & Events
510-394-4435
adrianparties.com

Dreams on a Dime
415-264-2764
dreamsonadime.com

Selection Of Caterers

Our preferred caterers have worked with CuriOdyssey and are familiar with our building, policies, and procedures. All the caterers on the list are environmentally-friendly companies who will adhere to our green guidelines. Caterers are required to complete a walkthrough with the events manager to make arrangements regarding deliveries, power needs, floor plan, loading areas, and pick up times. Off-list caterers are subject to additional fees, policies, and approval by the events manager.

Music and Decorations

CuriOdyssey is home to over 60 animals, and our primary concern is for their welfare. Music and decorations are restricted to ensure their safety. We do not allow balloons, piñatas, noisemakers, or fog machines. Any music outside must be approved in advance by our wildlife staff, and may be turned off if it is deemed harmful to our animal residents. Decorations may be hung on the walls of the Redwood Hall and must be removed (along with adhesives) at the end of the event. Decorations may not be hung nor adhered to the Redwood Hall ceiling or rafters.

Pre-Event Floorplan/Walkthrough

A pre-event floorplan and walkthrough are required and must be provided to the events manager no later than two weeks prior to the event. The walkthrough must be scheduled in advance, and must take place during normal business hours.

Deliveries and Pick-Ups

All deliveries and pick-ups must be scheduled and coordinated in advance through the events manager. Deliveries and pick-ups must take place during CuriOdyssey's closed hours unless approved in advance. Equipment must be removed at the end of the event unless specific arrangements are made in advance. There will be a charge for equipment that is not removed at the scheduled time. CuriOdyssey staff will not assist in loading, unloading or carrying any items.

Staging and Preparation

CuriOdyssey has prep and additional staging areas; there is no kitchen or cooking facilities on site. All catering spaces are multi-use areas and must be cleaned thoroughly after use, and used according to the restrictions set by the events manager. Any additional time needed in the catering spaces must be arranged in advance. Caterers may also set up an outdoor kitchen to prepare food onsite. CuriOdyssey welcomes the use of grills, ovens and fryers in our outdoor areas. All catering areas must be cleaned thoroughly after use. Caterers are required to remove all trash offsite at the end of the event.

Set-Up, Break-Down and Clean-Up

Plans for setup must be reviewed and approved four weeks in advance by the events manager. Set-up will not be allowed to begin before the pre-arranged time. Limited set-up is allowed during open public hours. The renter is responsible for all setup and breakdown in the museum and for proper handling and storage of all equipment. Renter and vendors must use only the entrances and exits permitted by the events manager.

At the end of the event the renter must remove all equipment and décor unless special arrangements have been made with the events manager. CuriOdyssey will not be responsible for any items remaining on the premises. A fee will be charged for any items not removed by the pre-arranged time. CuriOdyssey will not be responsible for any lost or stolen catering supplies, equipment, or other property.

After the event, CuriOdyssey's facilities must be returned to the condition in which they were found. Cleanup and bagging of trash and recycling is the responsibility of the renter and/or renter's subcontractors and vendors. If a CuriOdyssey representative deems routine cleaning and maintenance inadequate to return the premises to its prior condition, the additional cost of special maintenance services or repairs will be deducted from renter's security deposit and/or billed directly to the renter.

Rental Hours

Agreed-upon rental hours include set-up and breakdown time. When booking an event, it may be necessary to work with your caterers to determine adequate time for setup and cleanup. Additional time may need to be scheduled for equipment deliveries and pick-up, which will require additional fees.

Smoking

Smoking and vaping are not permitted anywhere within the Coyote Point Recreation Area. Event visitors must leave the Park if they want to smoke. Renter is responsible for communicating to guests that smoking is not allowed. Any guest found violating this rule will be asked to leave the event. Any evidence of smoking on the premises will lead to forfeiture of the security deposit.

Event Staff

Our events manager will work with you in the planning stages to organize your event and will serve as the main point of contact. During your event, we will provide additional staff members to help supervise your event. Depending on the size, time, and needs of your event, additional staff and/or a security guard may also be required at an additional fee. CuriOdyssey staff is responsible for the safety of the facility, exhibits, and animals. CuriOdyssey staff is not available to help the renter, vendors, or subcontractors with set-up, clean-up, or breakdown.

Insurance

All events require special event insurance. Please see the Facility Rental Agreement for minimum limits and additional information.

Security Deposit

A refundable security deposit and a non-refundable cleaning fee are required no later than three months before the event. The security deposit will be refunded in full provided the event ended on time, the venue was clean, and no damage was done to the facilities. The refundable security deposit will be forfeited in the case of any event guest or vendor smoking or vaping on site.

Payments and Pay Schedule

Fees may be paid by check, cash, or credit card. For all events, 30% of the total rental amount is due at the time of booking, and the remaining amount and refundable security deposit is due 90 days prior to the event. For events booked fewer than three months in advance, the entire rental amount and refundable cleaning/damage deposit is due at the time of booking.

Cancellations

Cancellations must be received in writing. Refunds will be given according to the following schedule:

- 30% of the rental fee is due at the time of booking. This deposit is non-refundable.
- Cancellations that occur more than 90 days from the scheduled event are refunded all non-deposit fees.
- Cancellations that occur 61-90 days from the event are refunded 50% of the non-deposit fees.
- Cancellations that occur 31-60 days from the event are refunded 25% of the non-deposit fees.
- Cancellations that occur 30 days or fewer from the event will receive no refunds or credits.

Thank you for considering CuriOdyssey!