



Photo: Luke Franke / Audubon

Facility Rentals

Located along the banks of the Rio Salado, the Nina Mason Pulliam Rio Salado Audubon Center is a hidden gem of South Phoenix. Our center offers a world-class event venue available for rent for non-profit organizations, businesses and the public. Rental fees directly support our work in wildlife conservation, community engagement and education.



Photo: Danny Roper-Jones / Audubon Southwest

HOST YOUR NEXT EVENT WITH AUDUBON

workshops • training courses • meetings
ceremonies • weddings • memorials • receptions • birthdays
community events • film screenings • performances & more

Choose between the small **meeting room**,
medium-sized **classroom**, and our large **event hall**.

[EVENT RESERVATION FORM](#)

Questions? Email us at riosalado@audubon.org



Nina Mason Pulliam
Rio Salado Audubon Center
 3131 South Central Ave, Phoenix, AZ, 85040

Rates

Meeting Room



Photos: Danny Roper-Jones / Audubon Southwest

Capacity
max 8

Classroom



Capacity
max 25

Event Hall



Capacity
100 seated, 220 max

Tuesday - Friday

HALF DAY (UP TO 4 WORK HOURS)	\$400	\$1,000	\$2,000
EVENINGS (5 P.M. - 11 P.M.)	\$600	\$1,500	\$3,000
WORKDAY (8 A.M. - 5 P.M.)	\$800	\$2,000	\$4,000
FULL DAY (8 A.M. - 11 P.M.)	\$1,000	\$3,000	\$6,000

Saturday

HALF DAY (UP TO 4 WORK HOURS)	\$500	\$1,250	\$2,500
EVENINGS (5 P.M. - 11 P.M.)	\$750	\$1,875	\$3,750
WORKDAY (8 A.M. - 5 P.M.)	\$1,000	\$2,500	\$5,000
FULL DAY (8 A.M. - 11 P.M.)	\$1,500	\$3,750	\$7,500

We are closed Sunday, Monday and public holidays. Events may not run beyond 11 p.m. Rental hours include setup & cleanup.

Contact us to see if your event qualifies for a 30%, 50% or 100% discount.

EVENT RESERVATION FORM

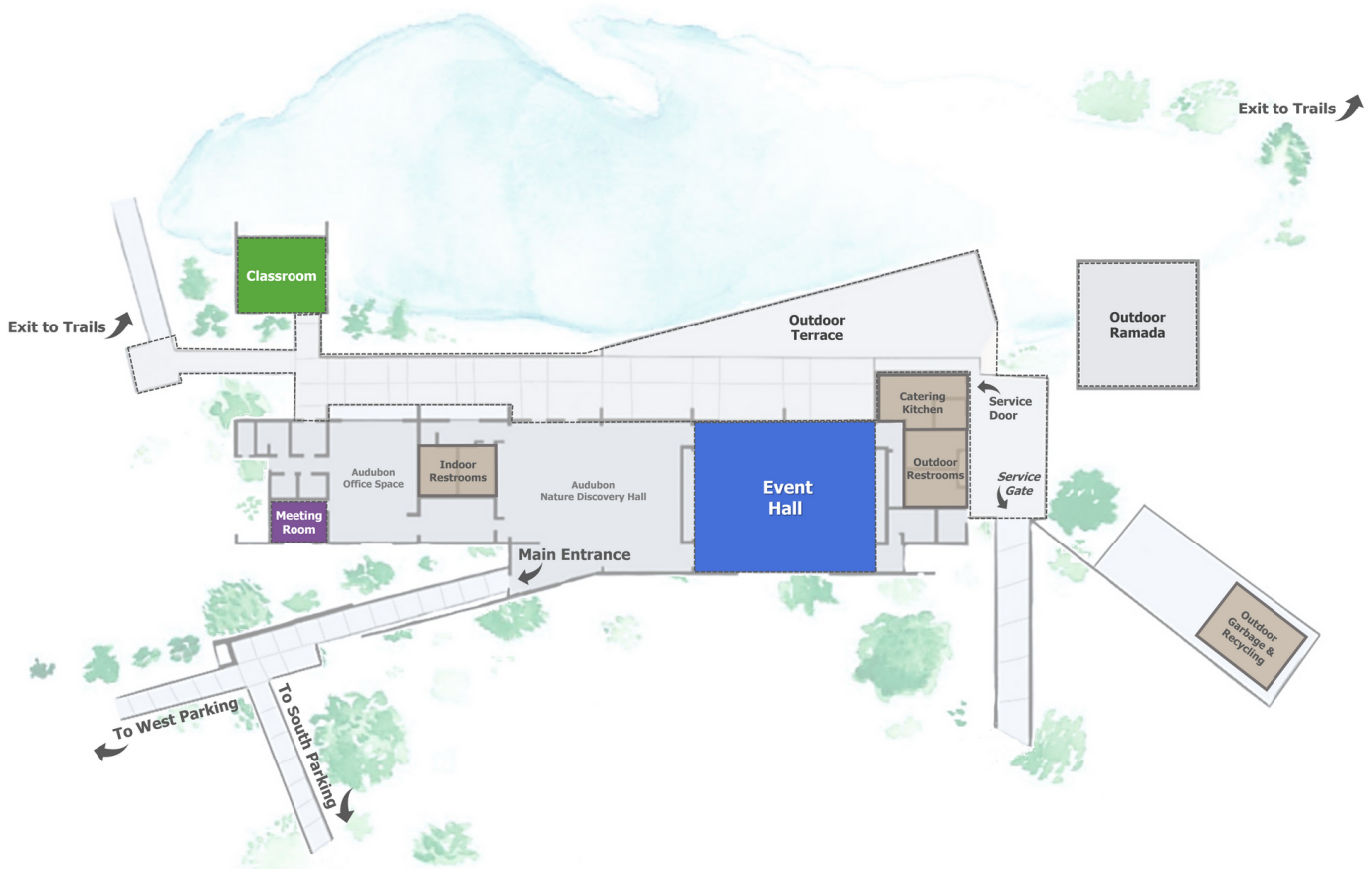
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Facilities & Parking

The center is located on the south side of the river, just off Central Avenue. We have 64 parking spaces on site, including three handicapped priority spaces in the West Lot. South Lot includes low-emission priority parking. A service gate provides easy access for caterers or crew.

****During light rail construction, only north-bound lanes have access to our entrance. If traveling south, please U-turn where able. Some parking spaces may also be impacted.****



Meeting Room

dimensions: 15'x11'
max seating: 8
conference table: 4'x8'

Event Hall

dimensions: 56'x40'
max seating: 100
100 white folding chairs
28 folding tables: 2.5'x6'
4 round bar tables

Classroom

dimensions: 23'x19'
max seating: 25
20 office chairs
8 rolling tables

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Add - O n s

All rentals include use of a smart TV, general use of our grounds, including picnic tables for meals or meetings, our ramada, parking lots and restrooms. You may also choose from the following add-ons:



Kitchen Fee (\$250)

Required for events with food or drink. Access our Catering Kitchen.



Theater & AV Rental (\$200)

Full theater & AV setup + two mics, available for Event Hall rentals only.



Food Truck Parking (\$200/truck)

Rent space in our parking lot for food trucks. Kitchen fee required.



Overnight Storage (\$300/night)

Store items overnight before or after your event. Storage space limited.



Outdoor Setup (\$500)

Rent our terrace, ramada & grounds for outdoor setup & activities.



Private Event/Facility Closure (\$1,000)

Required for ticketed event or to close the center during regular open hours.



Tablecloth Rental (\$150)

Rent our black tablecloths for your event.



Biodegradable Tableware (for sale)

You may buy biodegradable plates, cups & utensils from our gift shop.

Insurance, Catering & Alcohol

Most events require insurance with a 1 million USD liability coverage, with National Audubon Society listed as a co-insured party. We may offer discounts for using preferred catering services.

Alcohol must be served by a licensed bartender. Remaining alcohol may not be taken off site.

Discounts

Publicly funded events receive a 30% discount. 501(c)3 non-profits receive a 50% discount. Small organizations and community groups operating under \$200k per year qualify for a 100% discount.

All events and discounts are subject to Audubon staff schedule and availability.

Your Support

Healthy birds mean healthy communities. At Rio Salado Audubon Center, we work every day to preserve wildlife, habitats and the natural environments we all depend on. We also support local communities and partners by offering discounted or free use of our space for community programs, workshops or meetings. Audubon hosts numerous community, conservation and educational activities throughout the year. Your fees directly support this mission and help reconnect people with nature.



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Rental Rules & FAQ

GENERAL EVENT SETUP

1. Site Visit

- We encourage every renter to schedule a site visit with us prior to their event. This may be required for larger events. We ask that you attend with as many of your staff, crew or volunteers as possible. This is a great opportunity to identify event setup needs, test media or presentations with our AV equipment, and answer any other questions you may have about our facility.

2. Event Insurance

- Most events will require proof of insurance. Your policy must include \$1 million in liability coverage, be held by the same person or organization named in your event contract, and list National Audubon Society as a co-insured party. These policies can be purchased for a reasonable rate from most providers. Proof must be submitted 1 week before your event.

3. Will Audubon staff be on site to help?

- At least one Audubon staffer will be onsite during your event to answer questions and maintain security. They are not permitted to assist you with loading or unloading, setup, cleanup or other physical activities. Please plan accordingly.

4. What happens if my event runs overtime?

- When you submit your rental request form, please factor in all setup and cleanup time as we have to plan staff schedules and center programming around your event. We do have a late fee in our contract, but we try to be understanding where we can. Please note that we have a hard closure time of 11 pm for evening events, and 5pm for workday events. Late fees or overnight storage fees may be applied if a reasonable timeframe is not kept.

5. No Access Sundays & Mondays

- Please note, Rio Salado Audubon Center is fully closed on Sundays and Mondays. We do not book events or permit access for setup or cleanup on these days. For Saturday evening events, any unfinished cleanup must wait until Tuesday morning. If not scheduled in advance, late fees and overnight storage fees may apply.

6. I can't afford your new rates. What can I do?

- We remain one of the most affordable and unique venues in Phoenix, and our new rates directly support community and non-profit discounts from 30% off to 100% free. Check these discounts to see if your organization or group qualifies. Note, discounts typically may only be applied to events hosted during regular weekday hours.

7. Security Requirements

- For evening, private or public events, you may be required to provide private security. This will be determined on a case-by-case basis by Audubon depending on the complexity and size of your event.

FOOD, FIRE, COOKING & CATERING QUESTIONS

1. Can we light candles?

- Our building has a hardwired fire mitigation system that cannot be disabled. As such, candles are not permitted on site, either indoors or outdoors, to reduce wildfire risk. You can find inexpensive LED candles through most online retailers.

2. Can I burn incense?

- Burning incense or sage is only permitted outdoors on our Terrace in designated areas only, and only for ceremonial purposes, with prior notification and approval by Audubon.

3. Cooking, Grills, Campfires & Heating Solutions

- Please note, events serving food or beverages require our \$250 Kitchen Fee. This add-on gives you access to our Catering Kitchen, which includes a sink, white ceramic mugs, wine glasses, coffee, tea, a coffee maker, kettle, thermoses and two refrigerators. Electric or gas grills, as well as propane heaters are permitted outdoors only, and will require the \$500 Outdoor Setup add-on fee. You must provide your own extension cords with the appropriate amperage rating for your appliances. Cooking stations may be setup in designated fire-safe areas only. Charcoal, wood grills or campfires are not permitted.

4. Do you provide tablecloths?

- Rio Salado has a selection of black tablecloths that may be available for rent as an optional add-on. However, we cannot guarantee their availability for your event, and recommend you bring your own.



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5. Serving alcohol

- If alcohol is provided at your event, it must be served by an AZ Licensed Bartender. No alcohol may be removed from the premises after your event and leftover alcoholic drinks must be donated to the center or discarded. We encourage you to use tokens to limit consumption and provide non-alcoholic beverage options.

6. Smoking & Drug Use

- Smoking or vaping of any kind is not permitted anywhere within the premises. Drug use is not permitted on premises.

ART SHOWS & SPECIAL INSTALLATIONS

1. Can I hang art?

- Our Event Hall includes new mounting solutions where art can be hung. Wire art-hanging hardware is provided by the center, or you can bring your own if it is compatible with our system. You may also bring your own easels, stands or plinths to display throughout the Event Hall. Only residue-free tacky putty can be used to mount paper art or information cards. Renters are not permitted to install any hooks or use any materials that cause damage to our facilities or furnishings.

2. Tape, tacks, hooks or adhesives:

- The use of any kind of tape on walls, surfaces, floors, windows, walls, pavement or furniture is strictly prohibited at Rio Salado Audubon Center. Any nails, tacks, hooks or other mounting hardware that could cause permanent damage to our furniture or facilities are also not permitted. Please only use no-residue sticky putty or Command Strips to mount items to our walls.

3. Where can I set up?

- Your rental only covers use of the rooms you have rented. You are welcome to rent more than one space if needed or use our Outdoor Setup add-on. We make small exceptions for large, public events. In these cases, you may set up a check-in booth or photo station in the Discovery Hall or along our entrance paths or parking areas. No setup is permitted to restrict movement, block access or closets, break fire or accessibility codes or block Audubon signage or educational installations in any way.

4. Outdoor Setup Notes

- If your event includes more complicated outdoor setup, including partner booths, cooking/catering stations, seating arrangements, stages, DJ booths or other more involved installations, our \$500 Outdoor Setup Add-On will be required. General use and access of our terrace, trails, picnic tables and outdoor spaces are included free with all rentals.

OTHER IMPORTANT NATURE CENTER POLICIES

1. Plastic Waste

- Audubon does not permit any single-use plastic or Styrofoam on site. As such, please ensure your caterers can provide biodegradable paper or wood plates, cups and utensils. If your or your caterer cannot provide this, you can purchase them from the center gift shop if needed.

2. Leave No Trace & Trash Removal

- As a nature center first and foremost, we ask all our renters to support our Leave No Trace policy. We also ask renters to leave the place as clean as they found it. Garbage and recycling bins must be emptied into exterior dumpsters on site. No trash, recycling or food waste may be left in the building.

3. Food Waste

- Food waste in landfills is one of the biggest contributors to global climate change. Meanwhile, the city of Phoenix is suffering a crisis of homelessness and food insecurity. Please be conscious of excessive food waste at your event. Pack out what you can. We suggest donating leftovers to nearby St. Vincent de Paul.

4. Balloons? Fireworks? Confetti?

- Sorry to be a buzzkill, but balloons of any kind, confetti, fireworks etc. are not permitted on site. Contact us if you are unsure about special event needs to make sure it is allowed on site.

5. Noise Levels

- Because Rio Salado Audubon Center is located in a Habitat Restoration Area, Audubon Reserves the right to ask you to reduce the volume of any music or noise so as to reduce disturbance to local wildlife.

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