



2026 ELIGIBILITY REQUIREMENTS

ELIGIBILITY CRITERIA

- 501(c)(3) nonprofits, cultural organizations, community groups and residential care facilities in the Denver metro area are eligible to participate.
- If you are unsure whether your group qualifies, a list of organizations that have participated in the past is available on our website. You are welcome to submit an inquiry form for review, and a staff member will respond in 7-10 business days to confirm your eligibility.
- Groups must assign a trip leader for their visit. The trip leader will receive day-of pickup info and weather cancellations and is responsible for managing sign-ups, accompanying guests on the shuttle, and assisting with unloading and loading passengers safely.
- All ages are welcome. Kids and youth under 16 must be accompanied by an appropriate number of adults.
- Visits are scheduled based on vehicle availability, staff availability and our institutional calendar.
- To give organizations equal opportunities to visit, we allow one visit per group per calendar year. Additional visits may be scheduled at the discretion of the program coordinator based on availability and funding.
- Visits through the Free Shuttle Program are provided free of charge. Participating groups are not permitted to charge their attendees.

LOCATIONS

Denver Botanic Gardens York Street

1007 York Street, Denver, CO 80206

A 24-acre urban oasis with a wide range of gardens and gallery spaces featuring rotating art exhibits.

Denver Botanic Gardens Chatfield Farms

8500 West Deer Creek Canyon Road
Littleton, CO 80128

A 700-acre native plant refuge and working farm located along the banks of Deer Creek in southern Jefferson County.

Plains Conservation Center

21901 E. Hampden Avenue, Aurora, CO 80013

This Aurora location features a prairie ecosystem and the opportunity to learn about the cultural history of Colorado.

CAPACITY

We require 15 people minimum for a group visit. Self-guided visits can accommodate up to 54 people with transportation, while the capacity for guided programs and activities varies.

For more details on guided programs and activities, click on each type of visit on the inquiry form to see a full description including capacity, age restrictions and the duration of the activity.



Blooming Cookies Workshop

APPLICATION TIMELINE AND BOOKING PROCESS

1. Request a visit by submitting the inquiry form on the Free Shuttle Program webpage. You will be prompted to select the location and type of visit you would like and then be asked to include contact info and details about your group.
2. Self-guided visit requests must be submitted at least 3 weeks in advance.
3. Requests for guided programs and activities must be submitted at least 4 weeks in advance.
4. Each participating group must indicate in their application if additional accommodations are needed (ex. language interpretation, ADA shuttle, etc.)
5. You will be contacted by the program coordinator 7-10 business days after submitting an inquiry form. If your visit has been confirmed, you will receive an email confirming the date, time, pick-up location and other details pertaining to your visit. You will also receive admission passes in the mail prior to your visit to facilitate entry.
6. If you have requested transportation, you will receive your driver's contact information as soon as a driver has been assigned. This is typically the day prior or morning of your visit.
7. Each participating group must email their attendance count at least 1 week prior to their visit to ensure that we have admission, transportation and materials for everyone.

CANCELLATIONS

We require a 14-day notice for trip rescheduling and cancellations to inform the instructors, staff and drivers. Please contact the program coordinator to cancel your visit or to help you reschedule your visit for a future date. Failure to notify us within the 14-day window could disqualify your organization from rescheduling.

Self-guided and most guided programs and activities will take place rain or shine, so please prepare accordingly.

In the event of inclement weather, outdoor activities may be canceled. The program coordinator will be in touch with rescheduling options when they are available.



GUIDELINES AND BEHAVIOR EXPECTATIONS

Denver Botanic Gardens is a garden for all. We strive to create a welcoming and safe environment for our visitors. Please show kindness and respect to the plants and your fellow visitors by following the behavior guidelines outlined below.

- Visitors can bring their own food/beverages; however, we ask that outside food is not consumed at the restaurant tables. Limited storage is available with advanced notice for coolers with packed lunches. Refrigeration is not available.
- There are several grassy areas and picnic options throughout the Gardens that you are welcome to use. We recommend that large groups plan to split into groups of 6 or less for lunch so that you can find seating together.
- Groups are welcome to bring small wagons to carry personal items such as water bottles, snacks, picnic blankets, sunscreen, etc. Tables, tents, chairs and other furniture items are not permitted.
- Stay on designated pathways and out of gardens at all times. Areas that appear to be bare may have newly planted seeds.
- Do not pick or collect plants. Do not run, climb on rocks or feed the local wildlife.
- Do not touch, climb or hang on the artwork located throughout the Gardens.
- Denver Botanic Gardens is a non-smoking facility by city ordinance. Absolutely no smoking (including e-cigarettes and vapes) is allowed inside the property.

