

Mountains Recreation & Conservation Authority

SPECIAL EVENT PERMIT APPLICATION - WEDDING

Exhibit A

Information

Names of couple: _____

Contact person name & mailing address: _____

(Cell phone/s) _____ (Emails) _____

Wedding Planner/Coordinator (if applicable): _____

(Cell) _____ (Email) _____

Dates Requested: _____ Booking Start Time: _____ Booking End Time: _____

Estimated Number in Group: _____ # of Adults: _____ Minors: _____

Area Requested

Requested Park Location: King Gillette Ranch

Requested Areas (check all applicable and add any additional rooms/requirements not listed): _____

- | | | |
|---|--|--|
| <input type="checkbox"/> Mansion Lawns | <input type="checkbox"/> Living Room | <input type="checkbox"/> 2 nd Floor Dressing Suites |
| <input type="checkbox"/> Fountain Courtyard | <input type="checkbox"/> Dining Room | <input type="checkbox"/> Billiards Room |
| <input type="checkbox"/> Entrance Lobby & Motor Court | <input type="checkbox"/> Kitchen & Butler Pantries | <input type="checkbox"/> Solarium |
| <input type="checkbox"/> Library | <input type="checkbox"/> Small Butler Pantry only | |

Type of Activity

Please check one:

Ceremony & Reception

Ceremony only

Reception only

If other, please describe: _____

Intended Activities

- | | | |
|---|---|---|
| <input type="checkbox"/> Live Entertainment | <input type="checkbox"/> Tents | <input type="checkbox"/> On-site Caterers |
| <input type="checkbox"/> Performance Sound/Stage | <input type="checkbox"/> Food Trucks & Carts | <input type="checkbox"/> Cultural Ceremonial Services |
| <input type="checkbox"/> Outdoor Dance Floor | <input type="checkbox"/> Seated Dining/Reception | <input type="checkbox"/> Bar Staff & Attendants |
| <input type="checkbox"/> Pets (approval on application) | <input type="checkbox"/> Valet/Transport Shuttles | <input type="checkbox"/> Lawn Games |
| <input type="checkbox"/> Alcohol | <input type="checkbox"/> Film Crew | <input type="checkbox"/> Carnival Rides |
| <input type="checkbox"/> Food | <input type="checkbox"/> Portable Restrooms | <input type="checkbox"/> Other Temp Built Structures |

ACKNOWLEDGMENT

Reservations are not binding until a special-use permit is issued. The issuance of a permit requires the submittal and acceptance of a complete application, payment of all applicable deposit(s), fees and compliance with the conditions stated in the Special Event Guidelines (exhibit C).

I hereby agree that I have read and understood all policies of this park and will abide by them.

Printed Name: _____

Signature: _____ Date: _____