

**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: Upper Las Virgenes Ranch

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

- Ranch gardens (exteriors)
- Ranch house living room

- Ranch house dressing rooms
- Laskey Mesa Helipad

**Type of Activity**

Please check one:

Ceremony & Reception

Ceremony only

Reception only

If other, please describe: \_\_\_\_\_

**Intended Activities**

- Live Entertainment
- Performance Sound/Stage
- Outdoor Dance Floor
- Pets (approval on application)
- Alcohol
- Food

- Tents
- Food Trucks & Carts
- Seated Dining/Reception
- Valet/Transport Shuttles
- Film Crew
- Portable Restrooms

- On-site Caterers
- Cultural Ceremonial Services
- Bar Staff & Attendants
- Lawn Games
- Carnival Rides
- 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: \_\_\_\_\_