PHILADELPHIA PARKS & RECREATION

Wedding Ceremony & Wedding/Engagement Photos Permit 2016

For Office Use Only

Permit Number

Please read and complete the following five steps. **Permit is only valid once numbered and signed.**

STEP 1. Select Type of Permit

- ☐ Wedding Photos (Azalea Garden & other approved locations) $50 per hour *(Restrictions may apply.)*
- ☐ Wedding Photos (WaterWorks Gazebo(round), FDR Boathouse) $150 per hour *(Restrictions may apply.) Until 3PM*
- ☐ Wedding Ceremony (All approved locations) - $200 per 2 hours *(Restrictions may apply.)*
- ☐ Wedding Ceremony(WaterWorks Gazebo(round), FDR Boathouse) $500 per 2 hours *(Restrictions may apply.) Until 3PM*

STEP 2. Provide Production Information

Wedding Party _____ Contact _____

Street address _____

City _____ State _____ Zip code _____

Phone number _____ Fax number _____

STEP 3. Provide Location Information

Date of ceremony/photos _____ Hours of ceremony/photos *(from - to)* _____

Location _____ Estimated Attendance _____

STEP 4. Read and Sign (please initial all Xs)

This application is for Wedding Ceremony and/or Wedding or Engagement Photos only. Anyone interested in holding an outdoor wedding reception or requesting any Park services at a Parks & Recreation location should refer to the Parks & Recreation Special Events Application.

Permits are non transferable and non-refundable. Refunds will not be granted for inclement weather. **X**_____

Additional fees may be charged for rescheduling. **X**_____

Applicant shall ensure that all parties involved in the event do not drive or park vehicles on grass, athletic fields or service roads. **X**_____

No tobacco product may be used on any land or facility under the jurisdiction of PPR and the permit holder is responsible to ensure that all event participants and spectators are notified of such, throughout the time of the permit, and in compliance. **X**_____

Permit must be on location at all times while using the site.

Parks & Recreation is not able to provide amenities such as sound systems, tables, chairs, tents, portable washroom facilities or other support materials and services. Provisions for parking are NOT included in the issuance of any Parks & Recreation permit.

Fastening or attaching any rope, sign, banner, flyer or other object to any tree or shrub in Parks & Recreation is strictly prohibited and automatically voids the permit.

Applicant agrees to faithfully observe and comply with the conditions, regulations and provisions prescribed herein and by the ordinances of Parks & Recreation, and the City of Philadelphia, the laws of the Commonwealth of Pennsylvania and the United States of America.

Applicant agrees to indemnify and hold harmless the City of Philadelphia from any liability to any person resulting from any property damage or personal injury occurring in connection with the activity caused by the applicant or the sponsoring organization, its officers, employees, or any person under its control.

Photos at or in front of the Philadelphia Museum of Art are prohibited; prohibited areas include East Terrace and the steps overlooking the Parkway. The Azalea Garden is the designated Wedding Photo location at the Art Museum. The Azalea Garden is located on Kelly Drive between the Art Museum and Lloyd Hall.

I do solemnly swear (or affirm) that all given statements made on this application are full and true to the best of my knowledge and beliefs. I have read the terms and conditions outlined above and agree to abide by them.

_____ _____

Signature of applicant Date

STEP 5. Submit the Application

Return this completed application along with payment (check or money order only), made payable to **FAIRMOUNT PARK**, no later than 14 days prior to the requested date. **All checks returned for insufficient funds will incur additional charges.**

Applications will not be processed without payment. Faxed or emailed applications will not be accepted.
THE NAME AND ADDRESS ON CHECK/MONEY ORDER MUST MATCH THE NAME AND ADDRESS ON APPLICATION.

Philadelphia Parks & Recreation Special Events Office, CASE Building, 4300 S. Concourse Drive, Philadelphia PA, 19131
(215) 685-0060