



Oracle State Park  
3820 Wildlife Drive  
Oracle, AZ 85623

Thank you for considering Oracle State Park as the location for your wedding. The enclosed material will help you decide if an Arizona State Park will be the best backdrop for your wedding. The material includes information on wedding sites and facilities for weddings and receptions. Please contact us by phone at 520-896-2425 for available dates or to answer any questions you may have.

Attached you will find an application, price packages, frequently asked questions and rules and regulations. Applications/Forms should be completed and returned to Oracle State Park as soon as possible.

Payment is due 30 days before the event date. We take Visa, Mastercard, check or cash.

**PLEASE NOTE:**

- 1) Arizona State Parks Rules and Regulations will be observed.
- 2) Proposed changes in your schedule or activities must be pre-approved by the Park Manager or his/her representative.

The Park Manager may assess up to a \$200 fee (equal to the facility deposit) for damages and cleanup when, in his/her judgment, facilities are not left in the same condition as when the activity commenced. The park is not responsible for providing medical, sanitary or security services during the term of the reservation.

Thank you again for considering Oracle State Park. We are looking forward to working with you.

Sincerely,

Staff at Oracle State Park  
3820 E Wildlife Dr  
Oracle, AZ  
(520) 896-2425

## **FACILITY RENTAL INFORMATION**

Oracle State Park is pleased to make its amenities available for your special event. To help you make your decision regarding the use of the park, we ask that you study our guidelines carefully. Your cooperation is needed in complying with the following regulations to ensure the success of your event, the security of the facilities and the protection of the surrounding natural environment.

### **Reservations**

Reservations for wedding ceremonies, receptions and other rentals are on a first come first serve basis. A facility deposit of \$ 200.00 is due at the time of booking to lock in your date. This fee is refundable if no damages are assessed or if the event is canceled with at least 30 days notice.

### **Special Use Permit**

Arizona State Parks mission is to manage and conserve Arizona's natural, cultural and recreational resources for the benefit of the people, both in our Parks and through our Partners. Therefore to hold a special event at the facility, Arizona State Parks requires a **Special Use Permit**. Permit holders are required to maintain an event liability insurance policy covering up to \$2,000,000. This is further explained in the permit document. This agreement must be completed, signed and returned to the Park at least 30 days before your event.

### **Rental Space & Inclusions**

Rental of the **event area** includes exclusive use of the Kannally Ranch House, the surrounding patio space and nearby restrooms. Wedding ceremonies and receptions must take place in the outdoor patio area.

### **Rental Hours**

The Park facilities will be available only during the hours indicated in the Special Use Permit. The event area can be rented as early as 12 PM, and all events must end by 10 pm.

### **Rental Fees & Payment Policy**

Fees for rental of the event area total \$1,000. A standard entry fee of \$7 per vehicle will also be charged, and an estimate for this will be made ahead of time and included in final payment. Event area rental fees cover use of the park during our regular operating hours, and additional time can be purchased at a rate of \$100 per hour. Please contact the park for more information on fees.

Balance of all charges is due 30 days prior to the event. No tax or service charge will be applied to the rental fees. All deposits and payments may be made in the form of cash, Visa or Mastercard. We highly recommend paying the refundable security deposit with a credit/debit card or your refund may be delayed.

### **Postponement of Event**

Any change in the event date must be agreed to in writing by both Arizona State Parks and the Permittee, and will result in a modification of the contract price to conform with the current rates. In the event all parties agree to change the event date, all payments previously made towards the rental of the facility shall be credited toward any remaining or additional charges.

### **Cancellation Policy**

If a cancellation occurs fewer than 30 days in advance of the event, we will retain half of all fees paid. Any cancellations made prior to 30 days before the event will receive a full refund.

### **Event Representative**

A responsible party must be designated as the event representative prior to the start of the event. It is the representative's responsibility to make sure that all participants, including service providers and vendors adhere to park policies. It will be the responsibility of the event representative to be available to answer questions and assist park staff in enforcing all rules and regulations, as well as making contact with a park staff member at the end of the event before vacating the facility. (If the event representative becomes intoxicated at any point during the event, the park manager may terminate the event as a breach of contract.) The event representative must be at the park during the entirety of the event.

### **Inclement Weather**

The Park assumes no liability for inclement weather that affects the event or for any occurrence that may impact the event, which is outside the Park's control. You are responsible for providing temporary shelter for your guests in the event of inclement weather.

### **Rehearsal**

The Park will allow a rehearsal of up to one hour in duration at no extra charge. Rehearsals must take place during park operating hours.

### **Vendor Selection**

The Park provides only the venue and limited furniture rental options. All costs of food, floral, entertainment, additional rentals and other features of the event are your responsibility. It is your responsibility to make sure that these vendors follow the rules of the Park.

### **Catering**

Any caterer or professional food provider must possess a food handler's permit and a permit to operate in the county they do business in (food trucks must be registered in Pinal County). Arizona State Parks does not promote or provide information regarding private business and certificate of insurance. After you select your service providers, the contact information of all vendors shall be provided to the park.

This information is further detailed in the wedding reservation form. Food and drink are not allowed in the historic ranch house. Vendor contact info must be received 1 month before the event. You may self-cater your event as long as all food preparation is done in a noncommercial kitchen without the help of food service vendors (source: Pinal County Public Health). The park does not have a food preparation space available.

### **Alcoholic Beverages**

Alcoholic beverages are permitted. You may not serve alcoholic drinks in glass containers. Any debris or damage caused by consumption of alcohol will result in a deduction from your deposit. If minors are discovered to be consuming alcohol, the event will be terminated as a breach of contract and law enforcement will be called. Food and drink are not allowed in the historic ranch house.

### **Music**

DJs, acoustic and amplified music are permitted at the Park. The volume of music must remain at a level satisfactory to park staff. Music must end at 9pm.

### **Photography**

Photos are permitted throughout the park. However, no photographers, guests, or equipment will be allowed off marked trails and walkways.

### **Tents**

Tents must be located in open spaces and approved by park staff.

### **Deliveries (Personal and Rental)**

All deliveries and pick-ups must be arranged with the Park staff. The Park does not have areas for the storage of personal belongings or rental equipment. Therefore, all deliveries of supplies and equipment must occur no sooner than the day before the event with advanced notice of time of delivery, unless special arrangements have been made prior to the event. Deliveries and pick up of rental equipment must be made during park operating hours. Park staff will not sign for personal or rented supplies and equipment. If a vendor requires a signature upon delivery, a responsible party must be available to sign the delivery slip.

Arizona State Parks or any Park staff is not responsible for loss or damage to property brought onto the premises and is not responsible for set up and breakdown of any rental equipment. All rental equipment must be scheduled for pick up by 10pm on the night of the event unless special arrangements have been made prior.

### **Special Event Equipment**

You are responsible for ensuring that vendors provide sufficient extension cords, generators, etc. to cover the event's electrical needs. Failure to notify Park staff of electrical requirements may result in inadequate power or power failure.

### **Decorations**

No physical alterations may be made to any part of the Park's facility or property. No silk flowers, birdseed, confetti, tape or command strips. No doorway or public corridor may be blocked in any way. All decorations must be removed immediately following the event.

### **Clean Up**

You are responsible for returning the rented area to the condition in which you found it. Trash must be placed in receptacles, litter picked up off of the ground, grill cleaned (if used), etc. All rental items, decorations, flowers, personal belongings, etc. must be removed from the public areas immediately following the event unless otherwise arranged.

The Park staff will remove any equipment (i.e. tables, chairs, etc.) belonging to the Park by prior arrangement only. The Park staff will not be responsible for the set-up or take down of personal or rented equipment. Any decorations or personal items remaining from the event will be removed by the Park staff and may be destroyed, sold, or otherwise disposed of without any liability to the Park. If any damage or theft has occurred, the Permittee will be contacted immediately. The Park will determine the amount to be billed to the Permittee.

The caterer is responsible for cleanup during and after the event. If the caterer cannot, for any reason, provide full clean up, the Permittee is responsible for contracting a clean up service. When a caterer is not used, the Permittee assumes the responsibility of the caterer and clean-up. Charges for unusual clean-up after the event will be billed to the Permittee.

### **Flora & Fauna**

As an Arizona State Park, the Park asks all guests to show the utmost respect for all forms of plants and wildlife so that our desert may be preserved intact for all to enjoy. All guests must stay on designated trails and roadways to protect the native flora of the desert.

Trimming, cutting, or altering of any plants or trees can be extremely damaging and is not allowed. For the safety of the wildlife and plants near the Park, please do not throw rice, birdseed, or similar materials. Hunting, fishing, handling, harassing, or disturbing the wildlife is not permitted. Please leave the grounds as you found them.

### **Minors**

Minors must be accompanied at a ratio of one adult to every 10 minors. An adult must be with a minor at all times and are responsible for their safety and discipline. Minors must stay on trails and are not allowed to remove any items from the premises. Minors are allowed in all rented areas unless the Park is threatened by damage.

### **Park Staff**

A member of the Park staff will be on premises throughout your event. Park staff will provide assistance to ensure the event meets specifications outlined in the Special Use Agreement.

## **Smoking**

Tobacco use is prohibited inside all buildings and within 20 feet of building entrances.

## **Pets**

Dogs are allowed as long as they are leashed. Please clean up after your pet. Dogs are not allowed in the historic ranch house unless they are a service animal.

## **Frequently Asked Questions for Weddings at Oracle State Park**

1. Q: How many guests can the event area accommodate?  
A: The event area has a capacity of 100 people. The total number of guests and vendors cannot exceed this.
2. Q: At what times may events be held?  
A: Weddings may be held from 12 pm to 10 pm daily.
3. Q: How much does a wedding at Oracle State Park cost?  
A: Final payment for wedding events is usually between \$1,200 and \$2,000 depending on duration, group size and extent of facility rentals.
4. Q: Can I rent the facility for a ceremony or reception only?  
A: Yes.
5. Q: Will the ranch house and gift shop be open during a wedding event?  
A: Yes. Wedding guests will be able to take a self-guided tour of the historic ranch house.
6. Q: In case of inclement weather, what happens to an outdoor wedding?  
A: There is no alternative building for covered shelter during a ceremony or reception. We recommend that the wedding party make alternative preparations in this event to include tent rental, other facilities, etc.
7. Q: Is outside catering allowed?  
A: Yes. Vendor contact information must be provided to park staff and listed on the special use permit. There is no food preparation space on site. Food and drink are not allowed in the historic ranch house.
8. Q: Is there a specific list of outside vendors?  
A: Your choice of vendors is at your discretion.
9. Q: What furniture is available for use in the event space?  
A: The event space is furnished with a set of metal patio furniture. There are enough tables and chairs to seat 35 people. Park staff can remove patio furniture from the event space upon request. Additional 6 ft serving tables can be rented from the park. You may work with outside vendors to bring event furniture to the site.

10. Q: What lighting is available for evening events?  
A: The parking lot and walkways are lit with amber colored bulbs. Patio lighting in the form of string lights is provided and set up by the park, you may acquire and set up additional lighting fixtures if needed.
11. Q: Are outlets available for use during the event?  
A: Yes, there are 6 outlets available around the patio.
12. Q: What is your alcohol policy?  
A: Alcohol is permitted.
13. Q: Is smoking permitted?  
A: There is no smoking permitted inside any of our buildings, however, smoking is allowed outside at least 20 feet away from an exit. Please provide cigarette receptacles for your guests if they will be smoking.
14. Q: Is music allowed?  
A: Yes, a DJ or live band is allowed. Music must be off by 9pm. The volume of music must remain at a level satisfactory to guests and Park staff.
15. Q: When can I start setting up for my event?  
A. Any time during regular park hours on the day of the event.
16. Q: Are there any restrictions on decorations?  
A: Yes, no physical alterations may be made to any part of the Park's facility or property. No doorway or public corridor may be blocked in any way. Silk flowers, birdseed, confetti, tape and command strips are not allowed.
17. Q: Is there any storage space available to keep supplies?  
A: Yes, the kitchen area of the ranch house can be blocked off as storage space on the day of the event.
18. Q: What restrooms are available for event guests?  
A: There are two restrooms available near the patio that can accommodate our capacity for an event. These are included in the event rental.
19. Q: Is there a dressing room?  
A: No.
20. Q: How much parking is available for event guests?  
A: The parking lot next to the ranch house can accommodate 25 vehicles, and there is room for about 10 more to park along the road without having to walk too far to get to the venue. We encourage wedding guests to carpool when possible.

21. Q: Is there handicap access?

A: We have one handicap designated parking space. The patio area is handicap accessible, but the ranch house is not.

22. Q: How can we keep the event space heated?

A: The park can provide a small outdoor fire ring and keep a fire burning upon request. You may work with a vendor to bring heat lamps to the space if necessary.

23. Q: How do I book an event and hold the date?

A: All reservations are made on a first-come first-serve basis. An event deposit must be paid to reserve the date. To do so, please contact the park at 520-896-2425.

24. Q: What forms of payment do you accept?

A: We accept cash, Visa, Mastercard, checks or any combination of the above.

25. Q: When is payment due?

A: The security deposit is due at time of booking. The remaining balance of your event is due 30 days prior to the event date.

26. Q: Do you offer overnight accommodations?

A: No. There are guest ranches and hotels in the Oracle and Catalina communities that may have availability.

27. Q: What is your policy for dress rehearsals?

A: You may schedule a one hour rehearsal during regular park hours.

28. Q: Are weapons allowed at your venue?

A: According to State & Federal laws.