



Picacho Peak State Park  
15520 Picacho Peak Rd  
Picacho, AZ 85141  
(520) 466-3183

Thank you for considering Picacho Peak 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 ceremonies and receptions. Please contact us by phone at 520-466-3183 for available dates or to answer any questions you may have.

Attached you will find facility information, price packages, frequently asked questions and rules and regulations.

Reservations for wedding ceremonies, receptions and other rentals are on a first come first serve basis. Reservations can be made up to one year in advance, and payment must be made in full at the time of the reservation. This can be done over the phone, or in person.

**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 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 Picacho Peak State Park. We are looking forward to working with you.

Sincerely,

Staff at Picacho Peak State Park

## **FACILITY RENTAL INFORMATION**

Picacho Peak 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.

### **Rental Space & Inclusions**

Rental of the **event area** includes exclusive use of the Quail Group Area. This group gathering area contains four covered ramadas with seating for 96 people, a large charcoal grill, four trash receptacles, two vault toilets, a large group fire ring, a 45x45 ft uncovered ceremony space and parking for up to 50 vehicles. The ramadas are outfitted with lights and power outlets, and power can be provided to the ceremony space with extension cords. Wedding ceremonies and receptions must stay in the designated event area.

### **Rental Hours**

Rental of the event area provides access to the site for the whole day. The park gate is open for entry from 5am to 8pm daily, and guests may exit at any time. Wedding events must end by 10pm to abide by park quiet hours.

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

The reservation fee for a single day wedding event is \$530. This flat fee will cover entrance for up to 50 vehicles on the day of your event. Any additional vehicles will be charged a day use fee and directed to park away from the event area. A \$50 refundable cleaning deposit will be charged at the time of booking. This will be returned pending a site inspection by park staff on the day following the event. At the time of booking, park staff will notify you of forbidden behaviors that will forfeit the cleaning deposit.

Balance of all charges is due at the time of booking, and payment can be made in person or over the phone. As a courtesy, a park manager may put a hold on a future date for you. You will have two weeks to pay for the reservation before the hold is removed. No tax or service charge will be applied to the rental fees. We accept cash, Visa, Mastercard or check. The person who makes the booking will be assigned the role of **Permittee**.

### **Additional Offerings**

If you'd like to rent the event area for an additional day preceding your event, you can do so for a fee of \$265. For \$15/vehicle per night, guests can camp overnight at the event area on the night of the wedding and/or the night preceding. The Permittee must contact park staff to arrange any of these additional offerings.

### **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. The event representative must be available to answer questions and assist park staff in enforcing all rules and regulations. If the event representative becomes belligerent or uncooperative with park staff, the park manager may terminate the event as a breach of contract.

### **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. The ramadas at the Quail Group Area are covered with shade structures.

### **Vendor Selection**

The Park provides only the venue and parking areas. 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. 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 Quail Group Area contains a large group grill that can be used for cooking.

### **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 cleaning 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.

**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 10pm to abide by park quiet hours.

**Photography**

Photos are permitted throughout the park. However, no photographers, guests, or equipment will be allowed off designated trails, roadways and rock-lined areas. Wedding photography must not interfere with day-to-day park operations.

**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, adapters, 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 facilities or property. Do not use anything that will damage or alter the paint on structures. No silk flowers, birdseed, confetti, duct tape or command strips may be used. Do not hang decorations on natural vegetation. 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, tables put back if moved, 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.



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, and the park manager will determine the amount to be billed for damages.

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 will assume 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, roadways and rock-lined areas 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. It is unlawful for a person to destroy, dig up, mutilate, collect, cut, harvest or take a Saguaro cactus (Arizona Revised Statute 3-908). 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**

Park staff will not be assigned to the event, but they may make appearances to check on trash receptacles, vault toilets and the event area. Any requests from staff to abide by park policies must be acted on immediately.

### **Smoking**

Tobacco use is permitted as long as the park is not under fire restrictions.

### **Pets**

Dogs are allowed in the event area and must be leashed at all times in accordance with park policy. Please clean up after your pet.

## **Frequently Asked Questions for Weddings at Picacho Peak 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 should not exceed this.
2. Q: At what times may events be held?  
A: Weddings may be held any time from 6am to 10 pm. You may set up at any time during these hours.
3. Q: How much does a wedding at Picacho Peak State Park cost?  
A: The reservation fee for a single day wedding event is \$530.
4. Q: Can I rent the facility for both a ceremony and reception?  
A: Yes. The event area has facilities for each.
5. Q: What restroom facilities do you have at the event area?  
A: There are two vault toilets that can accommodate our capacity for an event. These are included in the reservation fee.
6. Q: How much parking is available for event guests?  
A: The event area has parking for up to 50 vehicles. Any additional vehicles will be charged a day use fee and directed to park away from the event area.
7. Q: Is there handicap access?  
A: The event area has two handicap accessible parking spaces, and three of the ramadas have a handicap accessible table. The walkways and ceremony space have a dirt/gravel surface.
8. 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.
9. Q: Is outside catering allowed?  
A: Yes. Vendor contact information must be provided to park staff ahead of time. The event area contains a large group grill that can be used for cooking.
10. Q: What is your alcohol policy?  
A: Alcohol is permitted. You may not serve alcoholic drinks in glass containers.
11. Q: Is there a specific list of outside vendors?  
A: Your choice of vendors is at your discretion. Arizona State Parks does not promote or provide information regarding private businesses.

12. Q: Does the event area have access to power outlets?  
A: The four ramadas at the event area each contain four outlets each. Power can be provided to the ceremony space using extension cords.
13. Q: What lighting is available for evening events?  
A: The four ramadas at the event area each contain overhead interior lights. Additional lighting can be plugged in using the provided outlets.
14. Q: Is music allowed?  
A: Yes, a DJ or live band is allowed. Music must be off by 10pm. The volume of music must remain at a level satisfactory to park staff.
15. 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. Silk flowers, birdseed, confetti, duct tape and command strips are not allowed.
16. Q: Is there any storage space available to keep supplies?  
A: No.
17. Q: Is there a dressing room?  
A: No.
18. Q: How can we keep the event area heated?  
A: You may use the large group fire ring to keep a wood fire going during the event if you desire. You may work with a vendor to bring heat lamps to the space if necessary.
19. Q: How do I book an event and hold the date?  
A: All reservations are made on a first-come first-serve basis. Payment in full must be made at the time of booking. As a courtesy, the park manager may put a hold on a future date for you. You will have two weeks to pay for the reservation before the hold is removed.
20. Q: What if I want to book my wedding more than a year in advance?  
A: Our payment system only allows us to make facility reservations up to a year in advance. As a courtesy, the park manager may put a hold on a future date that is not yet reservable. Once the event is within a year, you will have two weeks to pay for the reservation before the hold is removed.
21. Q: What forms of payment do you accept?  
A: We accept cash, Visa, Mastercard, or check.
22. Q: Do you offer overnight accommodations?  
A: Yes. Guests can camp overnight at the event area for an additional per vehicle fee.

23. Q: Are weapons allowed at your venue?

A: According to State & Federal laws.

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

A: You may schedule a dress rehearsal at the event area for an additional fee.

25. Q: Can I see the site before I book a reservation?

A: Yes. Park staff would be happy to show you the event area and amenities. Please call the office at 520-466-3183 if you'd like to schedule a site visit.

## **SITE PHOTOS**

### **Ramadas**



## **Ceremony Space**



## **View From Ceremony Space**





**Group Grill**



**Group Fire Ring**





## **Vault Toilets**



## **Parking**



Event Area (Ceremony space is located at the red star)



Directions

