



Red Rock State Park
4050 Red Rock Loop Road, Sedona, AZ 86336
Phone: (928) 282-6907
AZStateParks.com/red-rock/

Thank you for inquiring about event/venue reservations at Red Rock State Park. The enclosed venue/facility rental material will provide you with information on wedding sites, facilities available for weddings/events, and receptions/picnics. Please call to confirm venue/facility and date availability prior to submitting application.

Within this document you will find a Reservation Price Sheet, a form that you will use to let the park know “other considerations” regarding your event, and signature forms indicating your agreement to follow the rules and regulations at Red Rock State Park, along with a standard Indemnity agreement. The forms on pages 2 through 4 of this document must be completed and returned to Red Rock State Park in person, or via email (email to herickson@azstateparks.gov and cc vmarshall@azstateparks.gov) in order to book your reservation. If you do not receive an email or phone response within 5 days, please call the park to confirm receipt of your application.

Once we receive your completed application packet, park staff will contact you to confirm your reservation, clarify any questions about your application, and process payment of applicable reservation fees. Full payment is due at the time of reservation and can be made over the phone with Visa or MasterCard. No refunds will be processed without at least a 60-day notice of cancellation.

PLEASE NOTE:

1) Rules and Regulations, as referenced in the separate “**Red Rock State Park - Facility Rental Information**” document, must be observed by all wedding/event participants and guests. It is the responsibility of the person making the reservation to ensure that all park visitors associated with their reservation know and follow the park rules. If you did not receive the Facility Rental Information document, please request it before paying your reservation fees.

2) Proposed changes in your schedule or activities must be pre-approved by park management.

The Park Manager may assess up to a \$250.00 fee for clean-up if facilities are not left in the same condition as prior to your event. The park is not responsible for providing medical, garbage, set-up/clean-up, or security services.

Thank you again for considering Red Rock State Park. Please feel free to call us if you have any questions.

Sincerely,

Heidi Erickson, Park Manager

Group Name: _____

Reservation Application Price Sheet

Primary responsible contact person: _____

Secondary responsible contact person (if applicable): _____

Address: _____

Phone: _____ Email _____

Event Date _____ Group Size _____ If a wedding, Ceremony Time: _____

Reservation Time (start to end – all rented venues) _____

Prior date rehearsal? _____ If so, Date _____ Time _____

\$200/venue and per time slot

Ceremony/Activity venue rentals: **Time blocks** 8 am – 12 pm 12 pm - 4 pm

Venues Wedding Tree Rooftop (max occupancy 75)

Subtotal = # of venues x # of time blocks x \$200

***Note: Food/beverage service is not permitted at either of the ceremony/activity venue locations**

Picnic/Catering Event venue rental: **Time blocks** 8 am – 12 pm 12 pm - 4 pm

Venues Twin Cypress Ramada Habicamp Ramada

Subtotal = # of venues x # of time blocks x \$200

***Note: The picnic area ramadas are the only venues where food and beverage service is permitted**

Classrooms/Indoor Meeting Rooms: **Time blocks** 8 am – 12 pm 12 pm - 4 pm

Venues Hummingbird Room Blackhawk Room (not always available)

Subtotal = # of venues x # of time blocks x \$200

***Note: Food/beverage service is not permitted in classrooms**

\$250 Damage/Clean Up Assessment (**evaluated after event**)

\$50 Prior date Rehearsal: fee includes entry for up to 10 guests
Plus additional guests beyond the first 10 @ \$10.00 per person $X \text{ ______} =$

\$25 Non-refundable Reservation Fee per venue **Subtotal = # of venues x \$25**

Wish to pay for event guests ahead of time?

adults _____ x \$8 + _____ # of youth ___ x \$4 = _____

*Extra guests above pre-paid amount will be charged as they enter unless "Tally & pay after" is selected below

TOTAL DUE at time of reservation

Who will pay for guest entry fees? **Please circle one of the following:**

Individuals as they enter **OR** Tally & pay after **OR** Prepaying as indicated above

If tally selected – Indicated name of individual who will ensure entry fees are paid on day of event.

Group rate entrance fees are required for all event guests. Group rates (20% discount) are \$8/adult (14+), \$4/youth (7 – 13). If not pre-paying entry fees, circle above who will be responsible for entrance fees on event day.

Other considerations:

Name of person responsible for ensuring area clean-up at conclusion of event? _____

If you plan to have music, describe purpose (i.e. wedding march, during ceremony,, ...) and whether it will be acoustic (live musician) or played on a speaker? _____

*(**Note: Amplified music is not permitted without prior written approval of park management** and if approved MUST be kept at a low volume that does not project beyond the area you are renting. Please discuss any desire to play a limited number of ceremony songs - two songs max - on a portable, battery powered speaker with management **BEFORE** submitting your application.) **If you want to have a dance party then this is not the appropriate venue for your event.**

Will there be a third party caterer? Yes _____ No _____ If yes, who? _____
(Caterer information can be provided at a later date if not know at time of application)

Notes:

Picnic area ramadas include picnic tables, electricity (Twin Cypress only), grills, water bibs, and restroom facilities.

Pets are not permitted in the park. All service animals must be declared when entering the park, meet the ADA definition of a service animal, and must be kept on leash and under control at all times.

Smoking is prohibited outside of personal vehicles. If staff has to remove cigarette butts from the venue after your reservation or any other trash, you may be charged up to \$250 for the damage/clean-up fee. Any of your guests observed in the act of smoking outside a vehicle during local fire ban will be asked to leave the park immediately **without recourse for refund.**

Red Rock State Park is a pack-in and pack-out facility. There are no trash cans in the park for visitor use; anything you bring into the park must be taken back out of the park when you leave.

The group entrance fee rate applies to each guest attending a reservation. For weddings, please be aware that the gate fee applies to all guests except the bride, groom, and wedding officiate. Previous day rehearsal reservations are available for a nominal fee.

All decorations must be portable and free-standing. Nothing can be pounded or staked into the ground. Throwing bird seed, confetti, glitter, flower petals or rice is **prohibited**. Bubbles are an acceptable alternative.

Please note that reservations include venue ONLY, no equipment is provided by the park. Any equipment desired must be coordinated through an outside vendor. All vendor rented equipment must be removed from the park by close of business on the date of your reservation.

All cancellations and requests for refund of reservations fees (excluding the \$25 non-refundable fee) must be made at least 60 days prior to the date of the reservation. Cancellations with less than 60 notice will forfeit all paid fees.

TIMES AVAILABLE FOR VENUE RESERVATIONS:

Year Round: 8:00 am – 4:00 pm: all event guests and event vendors must exit the park at posted park closing time (Park closes at 5 pm daily).

Rules and Regulations Indemnification Certificate

Help Protect Red Rock's Irreplaceable Resources

1. Visitors must stay on designated trails. Off trail travel is not permitted.
2. Pets are not permitted. Service animals must meet ADA definition of service animal.
3. Drones are not permitted within State Parks without prior written approval by Park Management.
4. Charcoal fires in park provided grills only. Wood gathering is prohibited. Grills may not be used during County-wide fire bans. County fire bans are beyond the control of park staff.
5. No swimming, wading, or fishing.
6. No firearms, BB, pellet guns, bows, or fireworks.
7. Do not remove vegetation, wildlife, rocks, or artifacts.
8. Keep all sound devices to an individual hearing level unless otherwise approved, in writing, by management in writing. Non-amplified instruments (i.e.: guitar, harp, flute) are permitted.
9. **There Are No Trash Cans.** Visitors are responsible for removing **ALL** their trash from the park.
10. No rock climbing.
11. Leave as found – Leave no trace.
12. Smoking permitted only inside vehicles.

We agree to the above Rules and Regulations of Red Rock State Park. I (we) have read and understood the "**Red Rock State Park - Facility Rental Information**" document referenced on page 1 of this document. I (we) understand that the \$25.00 reservation fee per venue is non-refundable and refunds for other fees will only be processed with at least 60-day notice. I (we) take responsibility for informing our reservation guests about the above listed park regulations and ensuring their compliance with posted park rules.

Signature _____ Date _____

Signature _____ Date _____

*This is an agreement form, so actual signatures are required. Typed names will result in the voiding of your application.

Reservation Indemnification Certification

We agree to indemnify, defend and hold harmless the State of Arizona, the Arizona State Parks Board, its Director, Employees, Agents, and Representatives against and from any and all demands or claims on liability of every nature whatsoever, including but not limited to damages of property and or accidents or injuries to and death of persons, arising directly or indirectly from or in any way connected to or with the use and occupancy in or about the lands described in the attached Reservation Application Form for and during the time thereof.

Signature _____ Date _____

Signature _____ Date _____

*Note: Pages 2 through 4 of this document must be returned to the park before staff can proceed with booking your reservation.

Please take a moment to review this checklist to ensure that you complete all steps required for securing your reservation.

- We have contacted the park to confirm our date is available.

- We have completed the Wedding/Event Application Form. If applicable, we have discussed the use of a portable, battery powered speaker to play a limited number of songs at low volume for a specific purpose associated with our event.

- We have signed and dated the Rules and Regulations agreement. By signing this agreement, we are confirming we have read the **“Red Rock State Park - Facility Rental Information”** document and will ensure that individuals attending our reservation adhere to the park rules and policies.

- We have signed the Wedding/Event Indemnification Certification.

- We have secured our reservation by paying the reservation fees in their entirety and understand.

All ready? Please return pages 2 through 4 of this packet to the park prior to final processing of your reservation. Call 928-282-6907 to make your reservation and ask to speak with a Park Ranger regarding a wedding inquiry. If you have any questions or concerns, contact Heidi Erickson (herickson@azstateparks.gov) or Tori Marshall (vmarshall@azstateparks.gov).