

ROCKIN' RIVER RANCH

STATE PARK



Rockin' River Ranch State Park
4513 S Salt Mine Rd
Camp Verde, AZ 86322

Dear Couple:

Thank you for considering Rockin' River Ranch as the location for your wedding.

The enclosed material will help you decide if our Arizona State Park will be the best backdrop for your wedding.

Please contact us by phone 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.

Payment is due at the time a reservation is made with a Visa or Mastercard, 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 \$250 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 Rockin' River Ranch. We are looking forward to working with you. Please feel free to call us if you have any questions.

Sincerely,

Staff at Rockin' River Ranch State Park
[\(928\) 284-7912](tel:(928)284-7912)

FACILITY RENTAL INFORMATION

Rockin' River Ranch State Park is pleased to make its amenities available to you. 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.

Special Use Permits

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. Depending on the event size, location, date, resources required (traffic control, EMT, etc.), some facility rentals might require a Special Use Permit. These events require a minimum 14-day advance reservation, with fees & requirements that vary depending on the size, scope, date, and use of park staff.

A Special Use Permit will define the rental space, what is included, what is excluded, any exceptions or variance from standard policy, and what is required, such as damage or cleanup deposits, liability insurance, medical services, sanitary services, security services, etc. One of the Park's staff members will be designated as your primary contact to answer questions or provide assistance while planning and running the event.

Special Use Permits are required for weddings, starting at \$200.00

Reservations

Reservations for your event, whether a birthday party, wedding ceremony, reception or any event are on a first come first serve basis. For groups expected to be over 20 individuals, a valid credit card will be required

Reservation Fee

A reservation fee of \$5.00 is due at the time of booking. This fee is non-refundable and non-transferable.

Rental Hours

Unless a variance is granted (usually per Special Use Permit) the Park facilities will be available only during normal hours.

Rental Space & Inclusions

The reserved area is rented "as is." Rental includes exclusive use of the following: Ramada, picnic tables etc.

Rental Fees & Payment Policy

The reservation areas are normally rented/billed for specific time periods. (For example: 9 am – 5 pm.) Management can approve adjustment of these time periods and related billing to suit the needs of the renter (usually per Special Use Permit). 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, credit cards or debit cards. Personal checks are not accepted for events.

Inclement Weather

The Park assumes no liability for occurrences outside the Parks' control, including inclement weather or any other occurrence that may affect or impact the event. You are responsible for any additional rentals needed to accommodate the event, regardless of when the need becomes apparent.

Postponement of Event

Any change in the event date must be agreed to in writing by both Arizona State Parks and 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, all deposits and fees are non-refundable and no refund will be granted. Any cancellations made prior to 30 days before the event, will receive a refund for any fees paid, excluding the non-refundable reservation fee of \$5.00. Payments for events that are transferred (from one date to another) are non-refundable regardless of cancellation date.

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.

Park Staff

Park Staff is always on premises during regular hours of operation. Park staff will provide assistance to ensure event meets specifications outlined in the Special Use Agreement.

Vendors/Caterers

The Park provides only the venue. All costs of food, floral, rentals, entertainment, etc., are your responsibility. Arizona State Parks does not promote or provide information regarding private business. After you select your service providers, key contact names and phone numbers of the vendors with copies of Certificates of Insurance shall be provided to the Park. Any caterer or professional food provider must possess a Yavapai County Food Handler's Permit.

Photography

Photography not intended to make profit is permitted throughout the Park.

Flora & Fauna

As a public resource, we ask all guests to show the utmost respect for all forms of plants and wildlife so that our environment may be preserved intact for all to enjoy. All guests must stay on designated trails and roadways to protect the native flora of the Park. 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, confetti or similar materials. Hunting, fishing, handling, harassing or disturbing the wildlife is not permitted. Please leave the grounds as you found them.

Special Event Equipment

You are responsible for ensuring that vendors provide sufficient equipment to cover your events needs. Electrical outlets are limited in the Park, please notify Park staff if electricity is needed at your event. Failure to notify Park staff of electrical requirements may result in inadequate power or power failure.

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 or dismantling of any equipment. All rental equipment must be scheduled for pick up by 10am the morning following the event, unless special arrangements have been made prior to the event.

Equipment belonging to the Park

Depending upon availability, banquet tables and chairs may be rented for an additional fee.

Shade Structures

Shade structures, tents, pop-ups, canopies, etc., must be erected & secured in a safe manner, free of any contact with park structures or flora.

No silk flowers, birdseed or tape may be used and no physical alterations to the Park or its facilities may be made. Confetti and Piñatas are not permitted. No doorway or public corridor may be blocked in any way.

Minors

Adults must accompany minors at all times. The adults are responsible for the minors' safety and discipline.

Pets

Pets are permitted. It is important to note that Yavapai County Animal Control Ordinance (§ 2000-3), Arizona State Law (A. R. S. § 11-1001 - 1029), and Arizona State Parks Regulation (R12-8-115), all require that pets be restrained on a leash no more than six feet in length and/or are otherwise kept in control. Leash laws are strictly enforced.

Noise Restrictions

Noise generated by the event may not exceed a level satisfactory to guests and Park staff. A level of noise or music deemed disruptive or diminishes the enjoyment of the Park by other Park users, or that is disturbing to wildlife may be deemed due cause to terminate the event.

DJs, live music, or sound amplification must be specifically approved in the rental agreement or Special Use Permit.

Alcohol / Tobacco / Firearms

Alcohol is permitted and liquor laws are enforced per Arizona Revised Statutes Title 4. Smoking is prohibited indoors and within 20 feet of any entrance or exit (§36-601). Please provide cigarette receptacles for your guests. Pursuant to Arizona Revised Statutes Title 13, carrying of firearms is permitted. However, no consumption of alcohol is permitted if carrying a weapon.

Cleanup/Damage

You are responsible for returning the rented area to original condition. All rental items, decorations, flowers, personal belongings, etc. must be removed from the public areas immediately following the event unless otherwise arranged with Park staff. 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 removal of equipment. Any decorations or personal items remaining from the event will be removed by the Park staff and will be 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 (if applicable) is responsible for clean up during and after the event. If the caterer cannot, for any reason, provide full clean up, the Permittee is responsible for contracting a cleanup service. When a caterer is not used, the Permittee assumes the responsibility of the caterer and cleanup. Charges for unusual cleanup after the event will be billed to the Permittee.

Additional Information for Weddings

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.

Seating

At this time we do not rent tables or chairs.

Music

Amplified music, DJs, and live music are not allowed unless agreed to in the special use permit.

Setup

You may begin setup during normal park hours on the day of the event.

Restrooms/Dressing Rooms

All of the Park's restroom facilities are ADA accessible. At this time we do not have dressing rooms.

Parking

The rental areas all have parking proportional to their capacity. Additional parking is available, but may require a short walk or shuttle by the wedding party.

ADA Access

The Ranch House Terrace along with most Ramadas are ADA accessible.

Overnight Accommodations

No overnight accommodations are available at this time.

Frequently Asked Questions for Weddings

- Q: How many guests can the area comfortably accommodate?
 - A: The Ranch House Picnic Area has 120 parking spaces, and can comfortably accommodate up to 200 people. Other locations in the park, such as the Ramadas, vary.
- Q: Can I rent the facility for a ceremony only?
 - A: Yes
- Q: In case of inclement weather, what happens to an outdoor wedding?
 - A: There is no alternative building for covered shelter, only ramadas rented by the group. We recommend that the wedding party make alternative preparations in this event to include tent rental, other facilities, etc.
- Q: Is outside catering allowed?

- o A: Yes, you may choose most any caterer for your event upon approval by the Park. All caterers must be able to provide proof of liability insurance to the Park.
- Q: Is there a specific list of other vendors?
 - o A: No
- Q: Are tables, chairs & linens included?
 - o A: Not at this time
- Q: What is your alcohol policy?
 - o A: No kegs or dispensary equipment, and glass is prohibited
- Q: Is music allowed?
 - o A: No DJ or live band is allowed at this time, no amplified equipment is permitted unless something is agreed to in the special use permit.
- Q: What restrooms are available for event guests?
 - o Any restroom facility in the selected area of the event. Portable toilets may be rented by Permittee upon approval of Park staff.
- Q: How do I book an event and hold the date?
 - o A: All reservations are made on a first-come first-serve basis. To secure a reservation, a Wedding Special Use Permit Application must be completed, signed and returned to the park with payment.
- Q: What forms of payment do you accept?
 - o A credit card (Visa or MasterCard only) is the preferred form of payment for refund purposes and damage payment. A check or cash payment can be made, however a refund would have to be made via check, which can take up to two-five weeks.
- Q: When is payment due?
 - o A: At the time of the reservation.
- Q: How much is the total cost?
 - o A: The cost will vary depending on the amount of people. Special Use Permits for the wedding reservation start out at \$200 for groups of 20 or more. In addition to the permit, entry fees will apply per vehicle, and can be paid for in advance.
 - o
- Q: How far in advance do you need to make reservations?
 - o A: The sooner the better, as requests are considered on a “first come, first serve” basis. Reservations can be made up to one year in advance.

Thank you for considering using Rockin’ River Ranch State Park for your wedding ceremony!