



Homolovi State Park  
HCR 63, Box 5 (SR 87N)  
Winslow, AZ 86047

Dear Couple:

Thank you for considering Homolovi 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 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 Homolovi by fax or in person, as soon as possible.

Payment is due at the time a reservation is made with a Visa, 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 Homolovi. We are looking forward to working with you. Please feel free to call us if you have any questions.

Sincerely,

Staff at Homolovi State Park  
Office: (928) 289-4106  
Fax: (928) 289-2021

Arizona State Parks  
1300 W. Washington  
Phoenix, Arizona 85007

Phone & TTY (602) 542-4174  
Toll Free (800) 285-3703  
from 520 & 928 area codes  
Fax (602) 542-4180

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available in alternative formats.  
Contact the ADA Coordinator  
at (602) 542-4174.



## Homolovi State Park

HCR 63 Box #5 (SR87N)

Winslow, Arizona 86047-9402

Driving Directions: 1.35 miles N of I-40 Exit 257 on AZ State Rte 87N  
(928) 289-4106

### **FACILITY RENTAL INFORMATION**

Homolovi State Park is pleased to make its facilities available for your special event. 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. To help you make your decision regarding the use of the Park, please review our guidelines carefully.

#### **Fees & Rental Policy:**

Rental of the reservation area will be billed for use of the facility. Please refer to the *Arizona State Parks Wedding Reservation Fees* for complete cost information.

#### **Inclement Weather:**

In the event of inclement weather the Homolovi Visitor Center rear Patio is partially covered. If inclement weather is expected you may want to rent a tent for contingency. Very limited space is available in the visitor center. 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 Parks' control. You are responsible for any additional rentals required to accommodate the needs of the event.

#### **Rental Space & Inclusions:**

Visitor Center Patio includes six picnic tables, one charcoal grill and 30 folding chairs that will be reserved for your party's use with the front patio overlooking the scenic landscape of the park with the Little Painted Desert as the backdrop. There is plenty of parking and restrooms inside the visitor center building that can accommodate parties. If you require additional picnic tables, please contact the park manager. The areas around the patio are decorative gravel.

#### **Capacity:**

The area can accommodate up to 200 people.

#### **Dressing Rooms:**

There are no designated dressing rooms; accommodations may be made upon request contact the park's event coordinator for details. Otherwise, restrooms are available for changing.

#### **ADA Access:**

All developed park facilities are ADA accessible. There is designated parking close to the patio; additional access accommodations may be made upon request contact the park's event coordinator for details.

**Park Staff:**

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

**Restrooms:**

The visitor Center/Museum has restroom facilities. The campground restroom building is available to all guests also.

**Parking:**

The Visitor Center has 28 automobile parking spaces, 9 RV parking spaces and 3 Bus parking spaces 6 handicapped parking spaces and alternative parking available. With valet service (not provided by park) additional parking areas in park can accommodate a total of 130 vehicles in designated parking areas throughout the park.

**Rental Hours:**

Any time between 7am and 9pm

**Overnight Accommodations:**

Camping is available. Homolovi offers a 53-space campground with 30 & 50 amp electrical hookups, dump station, hot showers and flush toilets. Tent pad and non-electric sites available. For current fees please contact a park ranger.

**Peace Officer/Security:**

An Arizona State Certified Peace Officer is available to attend your event. If additional security for your event is required, The Park will designate a park Event Coordinator to be your primary contact to work with in accommodating your personal security detail.

**Event Representative:**

A responsible party must be designated as an Event Representative prior to the start of the event. The Event Representative may be either the bride or groom or designated person. 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 and he/she must check out with a Park staff member at the end of the event before leaving 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.

**Minors:** Minors must be accompanied at a ratio of one adult to every 10 minors. Event representative responsible for 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.

**Rehearsal/Setup:** From Q&A:

**Q:** When can I start setting up for my event?

**A:** 7:00 am on the day of the event.

**Q:** What is your policy for dress rehearsals? Are the wedding party allowed to use the facility for this purpose prior to the wedding?

**A:** Rehearsals one day prior to event, must take place during park operating hours (8 am -5 pm AZ-MST) If rehearsal is after business hours fee schedule in special use permit may be used.

**Q:** Is there an extra charge for any amenities/facilities?

**A:** There are no extra charges when reserving the Homolovi Visitor Center Patio.

**B:** If a special use permit is required, the park manager will determine any charges.

**Vendor Selections:**

The Park provides only the venue and limited rental equipment (picnic tables, 30 chairs, park bench). All costs of food, floral, rentals, entertainment, and other features of the event are your responsibility. Once the service vendors have been selected, key contact names and phone numbers for each vendor must be provided to the Park. It is your responsibility to make sure that these guidelines are provided to any outside vendor, and that these vendors follow the rules of the Park. You are also responsible for supplying a copy of each vendor's Worker's Compensation and Employer's Liability Insurance to the Park.

**Vendor List:**

The use of vendors is at your discretion. We do not recommend or endorse vendors. A list of vendors may be obtained from the local Chamber of Commerce. Please provide the Park's Event Coordinator with your vendors' contact information at least 2 weeks prior to your event. You are responsible for supplying a copy of each vendor's Worker's Compensation and Employer's Liability Insurance to the Park.

**Deliveries:**

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 (8:00 am – 5:00 pm) 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 3 pm following the event, unless special arrangements have been made prior to the event.

**Catering:**

A professional caterer is not required, however, at least one member of your kitchen personnel must hold a current Navajo County Food Handlers Card. One charcoal grill is available, but you must bring your own grilling tools & fuel. Food preparations requiring grease will have protective PIG matting in place to absorb any grease spilt. We allow propane grills and stoves. *Food and drink is prohibited inside the visitor center-museum building.*

**Alcoholic Beverages:**

Alcohol is permitted on the park. Beverage service must conclude at least 30 minutes prior to an event's ending time. Guests are to obey park regulations and state laws concerning consumption of alcohol. Taxi services from the local community are available.

**Music:**

DJs, live band, acoustic and amplified music are permitted at the Park. The volume of music must remain at a level satisfactory to guests and Park staff. A special use permit might be required on a case-by-case basis, contact the park's event coordinator for details. Permittee is responsible of music licensure.

**Photography:**

Photos are permitted throughout the Park. However, photographers, guests and equipment must stay on designated trails, sidewalks and roadways to protect the native flora of the Park grounds. Trimming, cutting, or altering of any plants or trees can be extremely damaging and is not allowed. Park staff will

handle wildlife relocation. Guests are encouraged to report wildlife immediately to the rangers and are cautioned not to attempt to move or harm wildlife found in patio areas at the visitor center.

**Flowers:**

Decorative plants and flowers considered noxious/invasive, containing seed, are prohibited for use in decorative display. Flower petals may be distributed on sidewalk and steps during ceremony, Equipment to sweep the petals up after ceremony is available from park staff and petals may not be left on steps or walkways.

**Tents:**

Tent rental must be through a licensed vendor and approved by the Park Supervisor. Tenting must be located in open spaces; contact names and phone numbers for each vendor must be provided to the Park. It is your responsibility to make sure that these guidelines are provided to any outside vendor, and that these vendors follow the rules of the Park. You are also responsible for supplying a copy of each vendor's Worker's Compensation and Employer's Liability Insurance to the Park within two weeks of the event. Vendors should provide anchors and all materials to prevent tents from sustaining or causing damage due to frequent and abrupt high winds.

**Park Equipment:**

The Park has picnic tables available for your use. Linens are not included, you may supply your own. If your event requires a special use permit outside tables and chairs are permitted if included in your special use application.

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 doorway or public corridor may be blocked in any way.

Live Decorative Plants and Flowers considered noxious/invasive that contain seed are prohibited for use in decorative displays. Adhesive backed anchors must be completely removed, adhesive backed anchors may not be used on the buildings metal façade, drilling or tapping holes in to rock facade or building prohibited. Decorations or performances with open flames must be approved by Park staff and documented in the special use permit. Flower petals may be distributed on sidewalk and steps during ceremony, equipment to sweep the petals up after ceremony is available from park staff and petals may not be left on steps or walkways. For the safety of the wildlife and plants in the Park, please do not throw rice, birdseed, confetti, or similar materials. Hunting, handling, harassing, or disturbing the wildlife is not permitted. Please leave the grounds as you found them.

**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 grounds 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 grounds. 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, handling, harassing, or disturbing the wildlife is not permitted. Please leave the grounds as you found them.

**Fireworks:**

Display of fireworks prohibited.

**Cleanup/Cleaning Deposit:**

Trash receptacles, bags and cleaning equipment, if needed, are provided to clean the area. The patios will be cleaned before your event and suggested they be cleaned to presented condition, as before your event. 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 and be picked up from the Park by 3 pm the following day, unless otherwise arranged with the Park Manager. The Park staff will remove any equipment (i.e. tables, chairs, etc.) belonging to the Park. The Park staff will not be responsible for the set-up or takedown of 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, it will be noted and signed by the Event Representative before leaving the facility. If the damage is found the morning after the event, the Permittee will be contacted immediately. The Park will determine the amount to be billed to the Permittee.

The caterer is responsible for clean up during and after the event. Before departing the premises, the caterer must get approval by a Park staff member via a final inspection. 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 cleanup. Charges for unusual cleanup after the event will be billed to the Permittee.

**Smoking:**

There is no smoking permitted inside any of our buildings, (A.R.S. 36-601.01 smoking is allowed outside at least 20 feet away from an exit. (Please provide cigarette receptacles for your guests.)

**Pets/Service Animals:**

Service animals and non-service animals are permitted in the rental areas. Animals and their behavior are the responsibility of the Permittee. All animals are to be properly restrained and comply with all park rules and regulations relating to pets. Homolovi is a natural area and wildlife can pose hazards to pets. Pets must be restrained at all times as not to harass or disturb the wildlife. Pet fecal waste bags are available at the front desk. Please cleanup after your pet.

**Number of Events that can be held at the same time:**

The park can only host one event at a time. Our facilities at the visitor center are small and two events at the same time can be disrupting.

**Firearms/Weapons:**

Carrying a firearm inside any of our park's buildings is restricted (ARS 13-3102). Secondly, Arizona State Parks Rule R12-8-119 can restrict the carrying of a weapon outdoors. We do not ban legally carried firearms per se, but we have the right to limit exposure in order to maintain a family friendly recreational environment. Discharging of any weapon is prohibited.

Homolovi does not provide firearm lockers, all firearms should be secured in owners vehicles, if requested by park staff.

**Marriage License:**

Marriage Licenses are available from the Navajo County Court / Winslow City Court and can be obtained at 601 East Third Street. (Donnelley AVE and Third ST)

Arizona State Parks  
1300 W. Washington  
Phoenix, Arizona 85007  
Phone & TTY (602) 542-4174  
Toll Free (800) 285-3703  
from 520 & 928 area codes  
Fax (602) 542-4180

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## Frequently Asked Questions for Weddings at Homolovi State Park

1. Q: How many guests can the area comfortably accommodate?  
A: The area can accommodate up to 100 people. For an event requiring a Wedding Special Use Permit, accommodations can be made for 100+ people. For wedding ceremonies, wedding receptions, or both contact the Park Manager or the park's Event Coordinator to discuss the need for a Wedding Special Use Permit.
2. Q: Can the Park host more than one event at a time?  
A: NO, the Park Visitor Center patio is available for rent. With events requiring a Special Use Permit the park may be able to accommodate more than one event at a time, depending on the time of the year along with the size and scope of the event, and how many rangers needed (i.e. traffic control, EMT, etc...).
3. Q: At what times may events be held?  
A: Any time between 7am and 9pm
4. Q: What does the facility rental fee include?  
A: If you are reserving the Visitor Center Patio the rental fee includes a full day's rental. There are six picnic tables, one charcoal grill and 30 folding chairs, that will be reserved for your party's use with the front patio overlooking the scenic landscape of the park with the Little Painted Desert as the backdrop. There is plenty of parking and restrooms inside the visitor center building that can accommodate parties. All facilities are ADA accessible.

If you are obtaining a Special Use Permit for your wedding the details will vary depending on the event size, location, date, resources required (i.e. traffic control, EMT, etc...), and cleanup costs. The park will designate a park Event Coordinator to be your primary contact for any planning questions and during the hours of your event.

5. Q: Can I rent the facility for a ceremony only?  
A: The rental fee for the Visitor Center Patio is an all day fee, regardless of how long you will use it that day. Yes, talk to park manager about a special use permit for specific details.
6. Q: In case of inclement weather, what happens to an outdoors wedding?  
A: Visitor Center rear Patio is covered. If inclement weather is expected you may want to rent a tent for contingency. Very limited space is available in the visitor center.
7. Q: Is outside catering allowed?

A: Yes, you may choose any caterer for your event upon approval by the Park. Caterers may have to provide proof of liability insurance to the Park, contact Park Event Coordinator for details. A professional caterer is not required, however, at least one member of your kitchen personnel must hold a current Navajo County Food Handlers Card. One charcoal grill is available, but you must bring your own grilling tools & fuel. We allow propane grills and stoves.

8. Q: Is there a specific list of other vendors?

A: Your choice of vendors is at your discretion. Please provide the Park's Event Coordinator with your vendors' contact information at least 2 weeks prior to your event.

9. Q: Are tables, chairs & linens included?

A: The Park has picnic tables available for your use. Linens are not included, you may supply your own. If your event requires a special use permit outside tables and chairs are permitted if included in your special use application.

10. Q: What is your alcohol policy?

A: Alcohol is permitted, guests are to obey park regulations and state laws concerning consumption of alcohol on the park.

11. 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.)

12. Q: Is music allowed?

A: Yes, a DJ or live band is allowed. Excessive volume is not allowed. A special use permit might be required on a case-by-case basis, contact the park's event coordinator for details.

13. Q: When can I start setting up for my event?

A: 7:00 am on the day of the event.

14. 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.

15. Q: What restrooms are available for event guests?

A: The visitor Center/Museum has restroom facilities. The campground restroom building is available to all guests also.

16. Q: Is there a dressing room?

A: There are no designated dressing rooms; accommodations may be made upon request contact the park's event coordinator for details. Otherwise, restrooms are available for changing.

17. Q: Is there parking?

A: Yes

18. Q: Is there handicap access?

A: Yes

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

A: Reservations for the Visitor Center can be made by calling the park at 928-289-4106



B. For events that require a Special Use Permit, contact the Park Manager for a Special Use Application.

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

A: We accept cash, Visa or MasterCard credit or debit cards, or any combination of the above.

21. Q: When is payment due?

A: Reservations for the Homolovi Visitor Center Patio is due at the time the reservation is made.

B: For events requiring a Special Use Permit, the reservation deposit is due at time of booking. The remaining balance of your event is due 7 days prior to the event date. You can cancel with 48 hours notice to receive a full refund.

22. Q: How far in advance do you need to make reservations?

A: It is advisable to make reservations as soon as you know the date for the Homolovi Visitor Center Patio, but 72 hours in advance is required.

B: For an event that requires a special use permit reservations must be made at least 10 days prior to the date of the event.

23. Q: Do you offer overnight accommodations?

A: Camping is available.

24. Q: Are weapons allowed at your venue?

A: Arizona State Park R12-8-119: Weapons states:

A. The following definitions apply to this Section:

1. "Improved recreation area" means a camping unit, roadway, amphitheater, boat launching ramp, developed picnic area, developed swimming beach, and any other area within a state park that is designated by the Director and reserved for an assembly or other temporary gathering of persons.
2. "Prohibited weapon" means a firearm as defined by A.R.S. § 13-3101, including a BB or pellet gun, bow, or slingshot.

B. A peace officer or private security guard employed by the holder of a park concession is authorized to carry a firearm in a state park if:

1. The peace officer is certified under state law, or
2. The holder of the park concession complies with A.R.S. § 32-2606(3) regarding private security guards.

C. Unless authorized under subsection (B), a person shall not enter or remain in an improved recreation area while carrying a prohibited weapon after a reasonable request from a park ranger to remove it. A request to remove a prohibited weapon is reasonable if a park ranger believes that the person carrying the prohibited weapon poses a danger or threat to others lawfully present. If, after a reasonable request is made, a person carrying a prohibited weapon within an improved recreation area chooses to remain in the improved recreation area, the person shall place the weapon in the custody of a park ranger until the person leaves the improved recreation area.

A firearm may be transported or stored in a vehicle on any state park area as allowed by A.R.S. § 13-3102(F).

A hunter who holds a current license issued by the Arizona Game and Fish Department may carry a lawful hunting weapon in any state park area designated for hunting and may carry the hunting weapon through the state park to reach the state park area designated for hunting.

Homolovi does not provide firearm lockers, all firearms should be secured in owners vehicles, if requested by park staff.

Fireworks must comply with state law, reference to Arizona Fireworks Law, 36-1601 and may be restricted during ban of open flame by State Land Commissioner, State Fire Marshal or local Fire Marshal orders. This is a natural grass land and all fireworks must be confined to use in developed areas only.

25. Q: Are there adequate bathroom facilities for large groups?

A: Yes

26. Q: Are any other permits required from the city/county?

A: No

27. Q: What is your policy for dress rehearsals? Are the wedding party allowed to use the facility for this purpose prior to the wedding?

A: Yes, Q: Is there an extra charge for any amenities/facilities?

A: There are no extra charges when reserving the Homolovi Visitor Center Patio

B: If a special use permit is required, the park manager will determine any charges.

28. Q: Is there a cleaning fee?

A: Yes, \$25.00, this is a refundable cleaning fee when reserving the Homolovi Visitor Center. This fee is for the patio area being used. Trash receptacles, bags and cleaning equipment, if needed, are provided to clean the area. The patios will be cleaned before your event and suggested they be cleaned to presented condition, as before your event.

B: If a special use permit is required, the park manager will determine any charges.