

Lost Dutchman State Park

6109 E Apache Trail, Apache Junction, AZ 85119

Dear Couple:

Thank you for considering Lost Dutchman 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 locations and facilities for rehearsals, weddings and receptions. Please contact us by phone or email 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. Wedding reservation forms should be completed and returned to Lost Dutchman via email (lostdutchmaninfo@azstateparks.gov) or in person, as soon as possible to secure your preferred date and location.

Full payment is due at time of booking. This can be done with a Visa, MasterCard over the phone or cash at the ranger station.

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 parking, medical, sanitary or security services during the term of the reservation. Large events will require a parking attendant.

Thank you again for considering Lost Dutchman. We are looking forward to working with you. Please feel free to call us if you have any questions.

Sincerely,

Staff at Lost Dutchman State Park Office: (480) 982-4485

FACILITY RENTAL INFORMATION

Lost Dutchman 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. 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, etc. One of the parks' 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. If you are planning a wedding, please see "Additional Information for Wedding Planners" on page 5 of this document.

Reservations

Reservations for your event, whether a birthday party, wedding ceremony, reception or any event are on a first come first serve basis.

Rental Hours

Park facilities will be available only during normal business hours. All events must end by 7 P.M. With clean-up concluded by 8 P.M. Day use ramadas are available 6 A.M. to 8 P.M, group camp areas are available 2 P.M. to 8 P.M. the day of the reservation.

Rental Space & Inclusions

The reserved area is rented "as is." Rental includes exclusive use of the following: ramada, picnic tables, adjoining grill.

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, this 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 at or fewer than 2 months in advance of the event, all fees are non-refundable, no refund will be granted. Any cancellations made prior to 2 months before the event, will receive a refund for any fees paid, excluding the non-refundable reservation fee of \$5.00.

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.

Park Staff

Park staff is always on premises during regular hours of operation and will provide assistance to ensure the 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 and certificate of insurance. After you select your service providers, the contact information of all vendors shall be provided to the park. Any caterer or professional food provider must possess a food handler's permit, a permit to operate in the county they do business in, or in Pinal County for food trucks. This information is further detailed in the wedding reservation form. All vendor docs must be received 1 month before event.

Photography

A special use permit is required for any photography in the park, that is staged using the park as a backdrop. Photography fee is included in the wedding pricing.

Flora & Fauna

Please leave no trace when utilizing the park as your venue. We request that you respect the flora and fauna that make this area home. Impacting the vegetation is strictly forbidden to include attaching anything or trimming branches. Harassing the wildlife is also strictly forbidden and will result in immediate expulsion from the park. Birdseed, rice, confetti, glitter, glass or similar items are not permitted, as they are impossible to clean up and leave a lasting negative impact on the environment.

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.

Deliveries (Personal and Rental)

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 of the event with advanced notice of time of delivery. 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 nor 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 7 P.M. the night of the event.

Shade Structures

Shade structures, pop-ups, canopies, etc., must be erected and secured in a safe manner, free of any contact with park structures or flora. Nothing may impale the ground to secure any structures.

Decorations

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. Adults in attendance at the park venue are responsible for the minors' safety and discipline who are also in attendance.

Pets

Pets are permitted. Arizona State Law (A. R. S. § 11-1001 - 1029), and Arizona State Parks Regulation (R12-8-115), 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 are not permitted, any sound must remain in your designated rented space.

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. Park asks that all firearms be stored in vehicles.

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 and be picked up from the park by 7 P.M. 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 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 cleaning up 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 cleanup. Charges for unusual cleanup after the event will be billed to the permittee. All trash must be taken to the dumpster by the Quail Group camp area.

Additional information for wedding planners

Permits

In the case of weddings on Tonto National Forest, an additional special use permit must be requested and approved by their district ranger, then forwarded to the park staff email provided prior to the event.

Facilities

There are 3 day use areas suitable for weddings: Cholla, Palo Verde and Saguaro ramadas. The group campground is an option if no other events are planned for that area. These areas all include restroom buildings (modern restrooms cleaned and stocked daily). It is recommended that the reservation be made as far in advance as possible – in our case, up to one year.

Rehearsal

The park will allow a rehearsal for an additional charge, the day prior to the event and must take place during park operating hours.

Seating

At this time, we do not rent tables or chairs. You may contract a vendor for these services.

Setup

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

Restrooms/Dressing Rooms All of the park's restroom facilities are ADA accessible. We do not have dressing rooms, you may rent a cabin for this, there are additional rules that apply to cabin use. Cabins are limited to 6 people, 2 cars and check in is at 3 P.M and check out 10am the following day.

Parking

The rental areas all have parking proportional to their capacity. Additional parking is available, but may require a short walk or shuttle provided by the wedding party. We do not guarantee parking, all parking is first come first serve, and guests are not given priority access into the park when the park is busy.

ADA Access

All of the Day Use Parking Areas are wheelchair friendly.

Overnight Accommodations

The park has 138 total camping sites, 64 sites have water and power, we also have 6 cabins, all of which are reservable online.