



Buckskin Mountain State Park  
5476 North US Hwy 95  
Parker, AZ 85344

Dear Couple:

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

Sincerely,

Staff at Buckskin Mountain State Park  
Office: (928) 667-3231  
Fax: (928) 667-3387

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.  
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at (602) 542-4174.



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### **FACILITY RENTAL INFORMATION**

Buckskin Mountain 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.

#### **Reservations**

Reservations for wedding ceremonies, receptions and other rentals are on a first come first serve basis. Facility rental requires that you apply for a *Special Use Permit*.

#### **Reservation Fee**

A special use permit fee of \$25.00 is required at the time of booking. There is additional fees required should you want use of the Group Ramada Area. Park entrance fees will be charged the day of the event.

#### **Special Use Permit**

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. Therefore to hold a special event at the facility, Arizona State Parks requires a *Special Use Permit*. This agreement must be completed, signed and returned to the Park at the time of booking your event.

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

The reserved area is rented "as is". Group Ramada includes 4 to 8 picnic tables.

#### **Rental Hours**

The Park facilities will be available only during the hours indicated in the *Special Use Permit*. (Moonlight weddings are permitted at Buckskin Mountain State Park)

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

Special use fee are to be paid upon booking. Any additional fees (entrance, park wedding equipment) will be charged on the day of the event.

**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**

Same as Itinio reservation.

**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 Parks' control. You are responsible for any additional rentals required to accommodate the needs of the event.

**Event Representative**

A responsible party must be designated as an Event Representative prior to the start of the event. 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 they 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.

**Rehearsal**

The Park will allow a rehearsal at no extra charge.

**Vendor Selection**

The Park provides only the venue and limited rented equipment (tables, chairs, etc.). 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.

**Catering**

You may use the caterer of your choice.

**Alcoholic Beverages**

Alcohol is permitted on the park. Glass containers are not permitted on the beach.

**Music**

DJs, acoustic and amplified music are permitted at the Park. The volume of music must remain at a level satisfactory to guests and Park staff.

**Photography**

Photos are permitted throughout the Park.

**Tenting**

Tent rental is your responsibility.

### **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 11AM the morning following the event, unless special arrangements have been made prior to the event.

### **Equipment belonging to the Park**

Banquet tables and chairs are available for an additional fee. 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.

### **Clean Up**

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 11AM 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 take down of equipment. Any decorations or personal items remaining from the event will be removed by the Park staff and may be destroyed 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.

### **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.

### **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.

**Pets**

Pets are permitted and must be on a leash at all times not to exceed 6' in length. You must clean up after your pet.

**Smoking**

Smoking is not permitted in public buildings.

**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 and provide the necessary assistance.

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1300 W. Washington  
Phoenix, Arizona 85007  
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## Frequently Asked Questions for Weddings

1. Q: How many guests can the area comfortably accommodate?  
A: The area can accommodate up to 100 people.
2. Q: Can the Park host more than one event at a time?  
A: No
3. Q: At what times may events be held?  
A: 0700 hr. to 2200 hr. No event shall extend beyond 10:00 pm.
4. Q: What does the facility rental fee include?  
A: Area for weeding and ability to have one rehearsal.
5. Q: Can I rent the facility for a ceremony only?  
A: Yes.
6. Q: In case of inclement weather, what happens to an outdoor wedding?  
A: *The wedding party needs to be prepared. The park is not responsible for weather conditions.*
7. Q: Is outside catering allowed?  
A: Yes.
8. Q: Is there a specific list of other vendors?  
A: No
9. Q: Are tables, chairs & linens included?  
A: No. A group ramada is available for reservations that has picnic tables.
10. Q: What is your alcohol policy?  
A: Follow AZ State Law.
11. Q: Is smoking permitted?  
A: Follow AZ State Law.
12. Q: Is music allowed?  
A: Yes.
13. Q: When can I start setting up for my event?

A: Setup starts at 7am the day of the event. Wedding starting at 7am will be allowed to setup the day before. The park is not responsible for items setup the day before and left overnight.

14. Q: Are there any restrictions on decorations?

A: No

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

A: *All public restrooms in the park.*

16. Q: Is there a dressing room?

A: *No.*

17. Q: Is there parking?

A: *Yes.*

18. Q: Is there handicap access?

A: *In most areas.*

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

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 the \$25.00 fee.

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

A: We accept cash, credit cards (Visa / MasterCard).

21. Q: When is payment due?

A: The special event fee is due at time of booking. Entrance fees are collected on the day of the event.

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

A: Two weeks.

23. Q: Do you offer overnight accommodations?

A: Yes

24. Q: Are weapons allowed at your venue?

A: No open carry is allowed in the park unless hunting. AZ State Law applies.

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.

28. Q: Is there an extra charge for any amenities/facilities?  
A: Group Ramada available for reservations.
29. Q: Is there a cleaning fee?  
A: No.