

**Lost Dutchman State Park - Wedding Reservation Form**  
**Phone: 480-982-4485; Address: 6109 N. Apache Trail, Apache Junction AZ, 85119**



Vendor Docs:	Paid In FULL:
Staff Initials	Staff Initials

revised 11/23/2019

<b>HAVING A:</b>	Rehersal	Wedding	Reception	Road Runner	Front Parking	Middle Parking
<b>Area Reserved:</b>	Cholla	Saguaro	Palo Verde	Group Camp	Middle Parking	Front Parking
<b>Number of People:</b>	Under 25	26-50	51-75	76-100	101-125	126-150

**Initial** \* We are sorry but are unable to accommodate groups over 150.

**Each Important information:**

- Reservation fee due at booking, balance due 60 days before event.
- Fees cover: 1 ramada/group area, entrance fees for guests & vendors.
- There is an additional \$30 fee to reserve a second area in day use.
- We don't guarantee parking availability, or give priority entry, so plan accordingly.  
 \* For group camp areas you must provide a parking attendant to park vehicles.
- All vendors (anyone bringing anything on park) must be pre-approved by the park. Vendors not pre-approved will not be allowed on park.
- All vendors must provide proof of \$1M minimum liability insurance and add "Arizona State Parks and Trails, 23751 N. 23rd Ave., #190, Phoenix, AZ 85085" as an Additional Insured for event dates.
- All food providers must also provide proof of AZ food handler's permit & Permit to Operate (Food Truck permits must be for Pinal County).
- No DJ's, PA Systems or amplified music is allowed, only bluetooth/personal speakers are allowed.
- You must provide your guests with a map directing them from the park office to your wedding location. A PDF Map is available on our website.
- No open bars! Beer, malt beverages, wine, and & champagne are permitted with Park Manager approval only.
- No generator use outside of generator hours 8-10am & 5-7pm
- Wedding party MUST provide signs directing people to area. Signs must be removed by end of event. Failure to do so will result in additional fees.

**Total Due:** \$ \_\_\_\_\_

**Deposit Paid:** \$ \_\_\_\_\_ **On:** \_\_\_\_\_

**Bal. Due:** \$ \_\_\_\_\_ **On:** \_\_\_\_\_

Area	Color	Arrows	Area	Color	Arrows
Cholla:	Yellow	2 left	Quail:	Red	2 right
Palo Verde:	Green	1 left, 1 right	Roadrunner:	Blue	2 right
Saguaro:	White	2 left			

- All facilities are outdoors, so weather is a major factor in your wedding planning.
- Decorations, shade canopies, folding chairs, flowers, etc. may be put up ahead of time before your ceremony, and taken down before leaving. Must pick up all flower peddles. NO CONFETTI OR RICE!
- The park is location venue only, and a family friendly campground. All weddings and receptions are to be kept low key. Events must abide by park noise regulations and quiet hours or will be shut down and have to pack up. Events must end by 9pm allowing 1 hr to clean up all must be out by 10pm.

**I agree to provide parks staff with all vendor paperwork, follow all park rules, regulations, policies, and abide by these conditions and all requests from park staff. I will update park staff of any changes, and understand that any vendor not pre-approved or that did not have paperwork ahead of time will not be allowed entry.**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Wedding Party Information					
Person 1:			Person 2:		
Address:			E-mail:		
City, State, Zip:					
Contact Person:			Tel. #:		
Rehearsal:	Date:		Wedding:	Date:	
Arrival Time:			Arrival Time:		
End Time:			Ceremony time:		
Estimated # of guests:			Departing time:		
Chairs set up:	None	Self	Vendor:	Estimated # of guests:	
Canopy set up:	None	Self	Vendor:	Music:	None Personal/ Bluetooth
Decorations:	None	Self	Vendor:	Other:	
Food/Caterer:	None	Self	Vendor:	*Fees for overnight camping are <b>not</b> included in wedding fees.	
Notes (other info):					

Approving Ranger: \_\_\_\_\_ Date: \_\_\_\_\_

For more information, contact Ranger Jody StClair at 480-982-4485, jstclair@azstateparks.gov



<b>Vendor:</b>	<b>Insurance</b>		<b>Permit to Operate in Pinal County</b>		<b>AZ Food Handlers Certificate</b>	
	<b>Date</b>	<b>Initials</b>	<b>Date</b>	<b>Initials</b>	<b>Date</b>	<b>Initials</b>
1						
2						
3						
4						
5						
6						

<b>Vendor:</b>	<b>Date</b>	<b>Initials</b>	<b>Date</b>	<b>Initials</b>	<b>Date</b>	<b>Initials</b>
Info in Itinio & deposit paid						
Set 2 month + 1 week reminder about payment and vendor documents						
Set 2 month reminder-cancel if \$ and documents not received						
Send 2 month + 1 week email reminder about payment and vendor documents- verify vendors and info						
2 months out cancel if \$ and documents not received						
Update info in Itinio						