

## WEDDING CEREMONY PERMIT APPLICATION

**Applications take three weeks to process - NO exceptions.**

Date \_\_\_\_\_

Names of Bride and Groom \_\_\_\_\_

Address \_\_\_\_\_

E-mail Address(es) \_\_\_\_\_

Daytime telephone \_\_\_\_\_ Alternate # \_\_\_\_\_ Cell \_\_\_\_\_

Park Area Requested \_\_\_\_\_

Planned Activities \_\_\_\_\_

Date \_\_\_\_\_ MON TUES WEDS THURS FRI SAT SUN (Circle one)

Time \_\_\_\_\_ to \_\_\_\_\_ \*3 hour limit

Group Size (including photographer/officiator) \_\_\_\_\_

Will a professional or commercial photographer be used? Provide name and contact info:

\_\_\_\_\_

### WEDDING CEREMONIES

Ceremony permits are available for a fee of three hundred dollars (\$300.00). Weddings in the parks of Battery Park City are possible but BPCPC will not close off any portion of the parks. Therefore, weddings must be planned accordingly. In addition, nothing may be done to alter the appearance of the parks or gardens. Battery Park City Parks Conservancy's mandate maintains the parks according to their designs. Therefore, there are no decorations of any kind allowed including ribbons, bows, balloons, planters, candles or similar. No structures will be erected, nor the use of alters, or kneelers. No rice, bubbles, birdseed, nor confetti. No tents, tables, chairs or similar items may be brought into the Parks. If you are planning wedding photography, please request the Wedding Photo Permit Application as well. Wedding photography permits are granted for a fee of one hundred dollars (\$100). If you will use a commercial or professional photographer, insurance in the amount of one million dollars (\$1,000,000.00) is required. BPCPC staff are not allowed to accept gifts or gratuities. Appeals regarding a denial of application go to (1<sup>st</sup>) the Executive Director and (2<sup>nd</sup>) the President.

I have read and understand the rules that apply to the issuance of permits and agree to comply with them.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

APPROVED X _____ <hr/> Date _____	CHANGES: _____ _____ _____ _____
Fee: _____	Security Deposit: _____

4/09/08

permits@bpcparks.org