



## Weddings

Thank you for your interest in having your wedding ceremony at Fort Matanzas National Monument. As a public park, there are certain restrictions that you must consider before requesting to use our grounds. Those restrictions follow.

Please allow at least four weeks lead-time to process your request. Applications are considered on a case-by-case basis based on the size of the wedding party, number of guests, and location. There is a \$100 non-refundable application fee, so you may wish to call the park and speak with the Special Use Permit Coordinator at (904) 829-6506, ext. 254.

Event: Wedding ceremonies only; no receptions. Grounds are open 9:00 a.m. - 5:30 p.m. Certain areas of the beach are open earlier and close later, depending on the season.

Location: No weddings may be held at the fort or on Rattlesnake Island. Locations which have been used in the past include the boardwalk nature trail, part of the picnic area, ocean beach, and river beach.

Limitations: Wedding ceremonies must not cause harm or damage to the park or interfere with visitor use or with the administration of the park. No tent stakes or other objects may be driven into the ground except on the beach. No alcohol is permitted on the grounds, including on the beaches, and no materials such as bird seed, rice, or flower petals may be strewn on the ground. The picnic tables and parking lots may not be reserved. Amplified sound systems are permitted, but sound levels are limited to 60 db at 50 feet from the source.

Services: The Park does not provide any equipment, materials, or services.

Permit Period: The permit will be issued for the amount of time required to setup, conduct, and clean up after the ceremony. Please note: It is the permittee's responsibility to have the designated area cleared and policed to the park's satisfaction by the expiration of the permit.

Costs: There is a non-refundable \$100 application fee, and you will be charged salary reimbursement for park staff assigned to monitor your event at \$50/hr. Other potential charges may include, but are not limited to, clean-up and site restoration and recovery of administrative costs. **Payment must be in the form of a Cashier's Check, Certified Check, Money Order, or Credit Card.**

Procedure: Fill out the Special Use Permit Application and return it with the \$100.00 application fee to: **Special Use Permit Coordinator, Castillo de San Marcos National Monument, 1 South Castillo Drive, St. Augustine, FL 32084.**

Please include as much detail about the wedding as possible because if some aspect of your ceremony is not in the permit, it may not be allowed. If approved, a Special Use Permit will be prepared and returned to you for your review. Sign and return it with payment of any additional charges. The final approval will be secured, and the completed permit will be sent to you.

**IMPORTANT:** You must have the permit with you at the wedding ceremony.