

Policy for Special Use Permits

Weddings & Other Ceremonial Events

The following policy was developed for the issuance of special use permits for weddings and other ceremonies held at Saint-Gaudens National Historic Site. The primary concern in developing these provisions was to reach a balance between the interests of those using the site for weddings and other ceremonies, the general visitor to the park, as well as protecting the park's natural and cultural resources. The main concern throughout a policy whereby the general visitor's experience, as well as the resources of the park, will not be impaired, yet, special park uses can be equitably accommodated. Please read the following provisions carefully to familiarize yourself with all responsibilities and commitments. Should you wish to proceed, call to schedule your ceremony and to request the following forms which must be filled out and returned:

A. Application for a Special Use Permit

B. Hold Harmless Clause.

Assumptions:

1. The granting of a special use permit for an event is not a right, but a privilege at Saint-Gaudens NHS.
2. Permits are granted assuming the specific tests of 36 CFR S2.50 are carried out.
3. Permits are granted at the discretion of the Superintendent, consistent with this policy, Federal law and regulations.

Policy for Saint-Gaudens National Historic Site

1. There is a fee for the issuance of a special use permit for an event at Saint-Gaudens NHS based on the total number of attendees of the ceremony, which includes all of the wedding party. In the case that the ceremony must be cancelled, the permit fee may be refunded, less a \$75 administrative cost.

a. Less than 26 people	\$150
b. 26 to 50 people	\$300
c. 51 to 100 people	\$450
d. up to 150 people	\$650

3. Special Use Permits will be issued for wedding ceremonies only, and not receptions. Wedding receptions fail the following tests of 36 CAR S2.50:

- (a) (1) Cause injury or damage to park resources.
- (a) (2) Impair the atmosphere and tranquility maintained in wilderness, natural, historic, or commemorative zones.

- (a) (3) Unreasonably interfere with interpretive, visitor service, or other program activities of the National Park Service.
 - (a) (6) Result in significant conflict with other existing uses.
4. Weddings and other ceremonial events are restricted to the following locations and limitations.
No other areas are available to hold ceremonies, regardless of the date or time of day
- a. Bowling Green (*Shaw Memorial enclosure*)**
 - b. Lower field near the *Temple*.**
 - c. Lawn adjacent to the birch pathway**
 - d. Formal gardens**

The formal gardens are limited to ceremonies of 30 people or less (includes wedding party). Weddings of more than 150 people total, are allowed at the discretion of the Superintendent, and may be restricted to certain locations, dates or times.

- 5. Permittee must check in with the ranger in charge prior to the wedding ceremony and comply with any request the ranger may direct.
- 6. Permittee must show the special use permit to any on-duty ranger upon request on the day of the wedding.
- 7. Inclement weather. Permittee should make alternate arrangements in case of inclement weather. Interior of Park structures may not be used (Little Studio, New Gallery, Aspet etc.) for ceremonies. Tents/canopies may be erected on the grounds for an additional fee of \$300. Use and placement of tents are at the discretion of the Superintendent and may not be allowed in certain locations and on particular days or times. Tents may not be set up earlier than one day prior to the ceremony and must be removed no later than one day following the ceremony, or an additional \$200 per day charge will be billed under the Special Use Permit authority.
- 8. Music is allowed for ceremonies, under the condition that it does not unreasonably interfere with other activities. Examples of allowable instruments include acoustic guitar, harp, violin, cello, flute, or a CD/tape player set at a reasonable level. Loud, amplified music is specifically prohibited.
- 9. Wedding ceremonies are discouraged during the following holiday weekends:
Memorial Day, 4th of July, Labor Day, Columbus Day
- 10. Wedding ceremonies must be held during regular operating hours (9:00 A.M. – 4:30 P.M). Permits for after-hours ceremonies will be issued at the discretion of the Superintendent. There will be an additional fee for after-hours ceremonies to cover the NPS overtime costs (minimum of two NPS staff must be present on site for events).
- 11. Permittee(s) are required to remove any items brought to the site to facilitate the ceremony, e.g. tables, chairs, etc. Permittee(s) must also remove any litter generated by the event.
- 12. Event guests are required to use the lower field parking lot and should plan to provide a designated person to indicate the entrance and direct guests to the wedding location.

It is, however, possible to drive elderly or disabled individuals directly to the wedding site. Some parking spots for the disabled may also be available.

13. Because of the possibility of rice or confetti adversely affecting the Park's natural resources (e.g. ill-affects on wildlife) Permittee(s) may use bubbles or birdseed in lieu of rice. Release of animals such as butterflies and doves is strictly prohibited in accordance with regulation NPS-77, Chapter 4:10 and also 36 CFR Section 2.50.
14. In compliance with NPS Special Directive 89-9, the use of helium filled balloons is prohibited. The Permittee is not allowed to release helium filled balloons within the park nor is he/she allowed to use helium balloons as adornments to any park sign, structure, natural or cultural resource. Other types of decoration or adornments to any park sign, structure, natural or cultural resource, are prohibited as well.
15. Guests may gather as a group (e.g., receiving lines) only in the lower lot area and in the designated wedding area so as not to interfere with visitor activities. Guests may tour the park galleries and grounds exempt from the entrance fee under the provision of this permit.
16. There is no changing room, or private area, available at the site for the wedding party or their guests. The wedding party should arrive at the site already prepared for the ceremony.
17. Wedding photographs may be taken in any public area of the Park. Use of a tripod within exhibition galleries requires advance permission from park staff.
18. Serving of alcohol or any type of bar service is prohibited.
19. The park is a museum and historic site first, and is not closed to the public during such ceremonies. Be aware that the exhibit buildings will remain open, and park visitors may be nearby.
19. Violations of the terms and conditions of a permit issued in accordance with 36 CAR S2.50 and this policy are prohibited and may result in suspension and revocation of the permit and up to six months in federal prison or a \$5000.00 fine.

Applicable Guidelines

NPS-53: Special Park Uses

36 CFR S1.5: Closures and Public Use Limits

36 CFR S1.6: Permits

36 CFR S2.50: Special Events

For further questions, or to request a permit, please write or call:

Saint-Gaudens National Historic Site

139 Saint Gaudens Rd

Cornish, NH 03745

www.nps.gov/saga

(603) 675-2175, ext. 100