



## Parks and Recreation

### Reservation Guidelines for Weddings at the Rock Quarry Garden

200 McDaniel Ave

Date of Reservation \_\_\_\_\_ Time of Wedding: \_\_\_\_\_

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

The following guidelines have been established for the Rock Quarry Garden:

1. The rental fee for the Rock Quarry Garden is \$300 from 8:00 a.m. until 9:00 p.m.
2. Maximum number of participants in the garden is limited to 100.
3. No alcoholic beverages are allowed.
4. No tents or other structures may be erected.
5. There is to be no loud music or public address system. Access to the City's electrical system is not permitted.
6. The reserved area must be left clean and free of litter.
7. Vehicles may not be parked on grass areas. Parking facilities should be utilized.
8. There are no restroom facilities in the park and portable facilities are not allowed.
9. If it is your desire to conduct a rehearsal at the wedding site, you will need to secure the area for that day and time in addition to the reservation for your wedding. There will be an additional charge of \$300.00 for this site reservation.
10. The City of Greenville is in no way responsible for the actions of the public, such as disturbing an event in progress.

**PAYMENTS/REFUNDS:** Full payment is due when the reservation is made. A reservation must be cancelled at least one month prior to the event to receive a 50% refund. Refunds will not be given for cancellations made less than one month prior to the event (even if the reservation was made during this time). All facilities are rain or shine. Refunds will not be given for inclement weather.

**Return Check Policy:** The amount of the check, along with any state allowable fees, may be collected electronically if the check is returned for non-sufficient funds.

Signature \_\_\_\_\_ Date \_\_\_\_\_