

MIAMI COUNTY PARK DISTRICT



Administration Office

2645 E. St. Rt. 41 Troy, OH 45373

Phone: 937-335-6273

Fax: 937-335-6221

Education Office

2535 Ross Rd. Tipp City, OH 45371

Phone: 937-667-1286

Fax: 937-667-0919

www.miamicountyparks.com

WEDDING INFORMATION

NAMES: _____ DATE: _____ TIME: _____

This will confirm the date, time and place as set forth on the enclosed Special Use Permit for the above couple to be married, subject to the following:

1. Please complete and sign the enclosed permit and return the yellow copy to the Park District along with the applicable fee. If the fee & permit is not returned within two weeks of scheduling, the reservation will be forfeited. Fee must reach the office by _____ 20_____.
2. At least two weeks prior to wedding date, you must make arrangements for an ON SITE meeting with park staff by calling (937) 335-MCPD (6273).
3. The wedding party and guests shall be limited to a maximum of 60 people.
4. Sound systems must receive prior approval.
5. Vehicles are not permitted beyond the parking lot.
6. The wedding party and guests should arrive a minimum of one-half hour before the wedding and must contact park staff in the parking lot soon after arrival.
7. A \$100 resident/\$200 non-resident fee will be charged for Park District services. Checks may be mailed to 2645 E. St. Rt. 41, Troy, OH 45373. Fees are non-refundable.
8. Alcoholic beverages are NOT permitted.
9. Facilities for receptions are not available.

GENERAL PROVISIONS:

1. Throwing of rice or releasing of balloons is NOT permitted; birdseed is allowed. Any decorations must be tied or affixed not to damage signs or structures; nails, staples or any item that leaves damage to signs or structures are not permitted.
2. Couples wishing to have a rehearsal must make arrangements for such at the wedding walk-thru.
3. It is nearly a mile round-trip walk to the Charleston Falls wedding site at the falls. Special arrangements can be made ahead of time to transport persons physically unable to walk to the site.
4. All guests must remain on the boardwalk and on marked trails at all times.
5. One photographer and one video photographer may be allowed to go off the trails if prior arrangements are made with park staff during the wedding-walk-thru.
6. The wedding party is responsible for any necessary clean up.
7. Weddings are not permitted on Sunday, Holidays or on days when special events are scheduled.
8. The wedding must take place within 30 minutes of scheduled time.
9. We recommend guests be informed of the natural settings and wear appropriate footwear and clothing.
10. Miami County Park District properties and facilities are open to the general public and park visitors may be present.