

**Freedom Park Wedding Ceremony Rental Information**

A space with spectacular views of the Mississippi river and well-kept green spaces.

Submit rental request online HERE freedomparkwi.org.

 200 Monroe St. Prescott, WI 54021

 weddings@freedomparkwi.org · 715-262-0104

**Outdoor Ceremony Capacity**:  100 Max

**Ceremony Rental Rate:**

* $500 plus tax
* All day rental included – This follows the center hours. Saturday 10am to 5pm, Sunday 12pm to 5pm
* Additional hours are available at $200/hour
* Prescott residents receive a $100 discount

**Required:** $200 damage deposit. Refunded once event is done and cleaned up.

**Rental Availability**: May 15 thru October 15

**Freedom Park Outdoor Ceremony rental includes:**

* Amphitheater, pavilion, gazebo and only the River Room in the Visitor & Learning Center (for bridal party use).
* Access to the bathrooms inside center but not sole use.

**How to reserve Freedom Park for your wedding:**

Applications are accepted up to 12 months in advance on a first-paid, first-served basis.

**Process:**

1. Complete all sections of the Freedom Park Ceremony Rental Request Form. The rental request form is for informational purposes and is required to create an accurate cost estimate. Completion of form does not constitute permission to use the facility.
2. Payment is required to guarantee the reservation of the facility and varies depending what is being requested. You will be notified if the proposal is not approved or the facility is not available.

4. Once payment and signed permit agreement form is signed, Freedom Park personnel will send a receipt to the engaged couple or their event coordinator with further instructions and contact information.

**Rules for Outdoor Weddings**

1. Ceremony Rental guarantees that no other ceremony or event is scheduled at the same time. Rental includes use of pavilion, gazebo, and amphitheater. The wedding party will have use of the River Room in the Visitor and Learning Center. We also offer use of the bathrooms in Visitor and Learning Center but it is not sole use. (Do not leave items in the bathroom as they are for public as well.) A rental does not guarantee exclusive use of the entire park area for a private event. Other park visitors may still use (walk, picnic, etc.) in the park however, people are usually considerate of other’s needs and will move out of the immediate area.

1. Parking is limited to marked parking spaces. Vehicles may be parked along the street but are subject to the City of Prescott’s strict parking regulations. If a vehicle parked on the street is ticketed or towed, Friends of Freedom Park is not responsible.  If you would like to hire a shuttle service please contact Ptacek’s or Scabs party bus to drop off and pick up wedding attendees.
2. Park users must follow all applicable city ordinances, since Freedom Park is owned by the City of Prescott. (See City of Prescott’s website for details.)
3. Sound amplification systems and alcoholic beverages require city permits that can be obtained from the City of Prescott.
4. Chairs are only allowed in specified areas. Freedom Park does not provide chairs for ceremonies.
5. Flowers or any other vegetation may not be moved, cut or removed from park. Wedding organizers must follow all rules and are responsible for all floral and décor setup and clean up. No nails are permitted in trees, buildings or structures. Duct tape or any adhesive product that leaves a mark or sticky surface is not allowed. Littering is not permitted, littering will result in the loss of the security deposit.  Rice, confetti or glitter is not permitted.  Birdseed and bubbles are allowed. Flower boxes or other rubbish must be picked up by the permittee and disposed of properly.

8. Tents or canopies are only allowed in pre-approved areas. Staking or pounding is not permitted due to potential damage to underground security, electric and irrigation systems.

9. Delivery vehicles are not allowed on grass.

10. Hand held chuppahs (arbors, trellis) or chuppahs (arbors, trellis) that rest on the ground surface are permitted. Staking or pounding is not permitted due to potential damage to underground security, electric and irrigation systems.

**Items to Keep In Mind:**

* Due to seasonal factors, we cannot guarantee blooming flowers in the gardens or running water in the fountain.
* A park attendant will be on site for all wedding reservations. They are not an event coordinator. We suggest you have an event coordinator or host to assist you, including to politely discourage drop in visitors. This is a public park and while you will be the only scheduled event during your reserved time, the public may still utilize the park. You are allowed to put ribbons around trees (you cannot use nails on trees) or on amphitheater benches to designate the area you are utilizing.
* Amplification can be plugged into electrical outlets at the amphitheater, pavilion, or gazebo but we do not supply extra extension cords or any sound equipment.
* Freedom Park does not offer guest chairs, amplification, tents, archways, and other wedding extras.  Tables and chairs for ceremony must be contracted/coordinated by you separately.
* The River Room with its own entrance is available for your wedding party’s use. You are required to clean up this area and leave it as you found it. The visitor center may remain open to the public during your wedding. Personal items should not be left in the bathrooms as they are also open to the public.  The park is not responsible for any stolen items.
* Items to remember: bug spray, umbrellas, sunscreen, water bottles, and towels.
* For securing décor, the following items are allowed: command strips, rope and bungee cords. All of these must be removed as you leave.
* All trash must be picked-up and put into proper containers at the end of the event. Non-removal of trash will result in the damage deposit not being refunded.