



Town of North Beach
 8916 Chesapeake Avenue | Post Office Box 99
 North Beach, MD 20714
 410.257.9618 | 301.855.6681 | www.northbeachmd.org

OFFICE USE ONLY	
Total:	\$ _____
25% Deposit to hold date:	\$ _____
Amount Owed:	\$ _____
Due 30 days prior to event date.	
Paid:	
	_____ Check
	_____ Credit Card

WEDDING APPLICATION

Date Submitted: _____ Date Facility is Needed: _____

Time Facility is Needed (start to finish): _____

The undersigned hereby applies for a license to use a public facility of the Town of North Beach, Maryland.

Name of person applying: _____

Address: _____

Telephone Number: _____

Email Address: _____

Description of Event: _____

REPRESENTATIVE: (Printed) _____

REPRESENTATIVE: (Signature) _____

Contact Number for Day of Event: _____

.....
 Fees Paid \$ _____

Permit No: _____

 Stacy Wilkerson, Town Clerk

 Richard Ball, Waterfront Manager

** If your event requires specialized services, from other agencies and/or clean up, additional fees will be assessed and they will be calculated based on the impact of the community.

Facility to be used:

- _____ T- Section of Pier (Ceremony & Package)
- _____ Wetlands Overlook Park (Ceremony & Package)
- _____ Sunrise Gardens (Ceremony Only)
- _____ Pavilion (Ceremony Only)

**FEES SCHEDULE
FOR USE OF PUBLIC FACILITIES**

Ceremony Only:

_____ Usage - \$175.00 per hour	\$ _____
_____ Electric Requirement (\$50.00 for connection)	\$ _____
_____ Tent – White Canopy	
_____ 10x20 (350.00)	
_____ 20x20 (\$450.00)	
_____ 20x40 (\$650.00)	
	\$ _____
_____ Chairs (\$1.00 each)	\$ _____
_____ Tables - \$10.00 each	
_____ 60" round (20)	
_____ 6' banquet (7)	
_____ 8' banquet (4)	
	\$ _____
_____ Pop Ups (\$25.00 each) 4 available	\$ _____
TOTAL	\$ _____

_____ **ULTIMATE PACKAGE - Pier Only**

The Ultimate Package accommodates up to 200 people under a 40 by 60 white tent with string lights. During the six-hour timeframe, this package includes 20 round, white tables (seats 10 per table); 200 chairs; 4 rectangle tables (8 feet); electric; water; and, dedicated staff to set up and breakdown tables and chairs, transport of guests to restrooms, transport assistance of food and beverage.

TOTAL **\$7,500.00**

_____ **GRAND PACKAGE - Pier Only**

The Grand Package accommodates up to 80 people under a 20 by 40 foot white tent with string lights. During the six-hour timeframe, this package includes 10 round, white tables; 80 Chairs; 4 rectangle tables (8 feet); electric; water; and, dedicated staff to set up and breakdown tables and chairs, transport of guests to restrooms, transport assistance of food and beverage.

TOTAL **\$4,000.00**

_____ **Complete Wedding and Reception Package - Wetlands Overlook Park**

The Wetlands Overlook Park Package accommodates up to 80 people under a 20 by 40 foot tent with string lights. During the six-hour timeframe, this package includes 10 round, white tables (seats 8 per table); 80 Chairs; 4 rectangle tables (8 feet); electric; water; and, dedicated staff to set up and breakdown tables and chairs.

TOTAL **\$4,000.00**

Town of North Beach Wedding Agreement

- 1) Free movement on other parts of the pier, boardwalk, beach and park will not be impeded.
- 2) **RESERVATIONS:** Reservations will be processed when a signed contract and the appropriate reservation deposit are received and countersigned by The Town of North Beach representative. For wedding ceremonies and receptions, the reservation deposit is 25% of the total. Verbal reservations will be held for 10 days to allow a client to submit a credit card or check. Due to the volume of requests, dates will not be held for more than 10 days. The balance of the event fee is due 30 days prior to the scheduled event.
- 3) **CANCELLATION:** There shall be NO refund of deposit 48 hours from the signing of agreement and 25% deposit is received. If the event is cancelled within 90 days of the event date, the client shall pay the balance of the contract due to the high probability that The Town of North Beach will not be able to further book that date. Once a balance is paid, it is **NONREFUNDABLE**. Cancellation must be in writing even if a phone call was made to inform The Town of North Beach of the cancellation.
- 4) **INCLEMENT WEATHER POLICY:** In order to protect the safety and well-being of all concerned, The Town of North Beach reserves the right to cancel the event in the face of a major act of God, such as, but not limited to hurricanes, floods, blizzards and severe rain storms with a full refund of all deposits to the client. If the client has selected the Large Wedding Package on the pier for 200 people, the rental of the tent will not be refunded. It is recommended that each wedding party have a sufficient indoor wedding plan in case of inclement weather.
- 5) **TRANSPORT SERVICE:** The undersigned agrees to hold harmless the Town of North Beach for any items damages during transport, i.e. wedding cakes, decorations, catering food and items, all beverages. Any item that is the property of the wedding party and hired contractors by the wedding partying that will be transported by the Town of North Beach. The undersigned also agrees to hold harmless any personal injuries resulting from the transport of persons to and from the restroom facilities on Town approved golf carts.
- 6) The undersigned agrees to assume the risk of loss to any property, whether from breakage, damage, loss, theft, and disappearance of any other cause, for the duration of the event, including set up and closing. Further, I agree to indemnify and hold the Town of North Beach harmless from any and all claims, actions, damages, liability and expense including attorney's fees in connection with loss of life, personal injury and/or damage that may be done or suffered by reason of my fault and their guest or negligence in the performance of or failure to perform my responsibilities.

Representative signature

Printed name