



CITY OF HARTFORD
DEPARTMENT OF DEVELOPMENT SERVICES

250 Constitution Plaza, 4th floor
Hartford, Connecticut 06103
(860) 757-9040

Application: Wedding Ceremony or Pictures in Elizabeth Park

Elizabeth Park Guidelines			
Music: Music is permitted. However, no electrical hook-ups or generators are allowed.			
Capacity for events are 75 attendees			
Proof of insurance liability coverage must be provided for rentals. The certificate of insurance must have limits of \$1,000,000 and name the City of Hartford as an additional insured. This must be submitted with this application.			
Hold Harmless Agreement must be submitted with this application.			
Refreshments: Food, alcohol, refreshments or catering is not allowed. The Pond House restaurant at Elizabeth Park may be available for wedding receptions. Please call (860) 231-8823 for more information.			
Decorations: NO decorations are permitted.			
No more than 5 chairs are allowed to be brought into the garden area.			
Parking is allowed in designated areas only.			
Application fee is NON-REFUNDABLE.			
BECAUSE OUR PARKS ARE OPEN SPACES FOR PUBLIC USE, PERMISSION FOR WEDDINGS DOES NOT PROVIDE FOR EXCLUSIVE USE OF ANY SITE/ FACILITY.			
Applicant Information			
Name:			
Phone:		Email:	
Current address:			
City:		State:	ZIP Code:
Please Select Use		Pictures/Photoshoot	Wedding
Date requested:		Time of Event (Note there is a 1 hour time limit):	From: To:
How many people will attend? (Limit is 75 persons)			
Location of Event			
Rose Garden Gazebo <input type="checkbox"/>		Perennial Garden Gazebo <input type="checkbox"/>	
Annual Garden <input type="checkbox"/>		Rock Garden <input type="checkbox"/>	
Other (please specify)			
Fees			
WEDDINGS		PICTURE TAKING	
\$50 Hartford Residents (Proof of residency required) \$100 for All Others		\$25 Hartford Residents (Proof of residency required) \$50 for All Others	
PLEASE MAKE THE CHECK OR MONEY ORDER PAYABLE TO THE CITY OF HARTFORD.			
The City of Hartford has the right to approve, deny or revoke any or all applications and or permits at any time.			
Contact: Kylah Hudson 250 Constitution Plaza Hartford, CT 06103 Phone: 860-757-9526 kylah.hudson@hartford.gov			
Signature of applicant:		Date:	



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HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement must be completed and signed by the applicant seeking to utilize Elizabeth Park, ("the Premises") for a wedding ceremony/picture taking.

Applicant, _____, hereby agrees that it shall, at all times, defend and indemnify, protect and save harmless the City of Hartford and its officers, agents, and employees from and against any and all liabilities, actions, claims, damages, losses, judgements, cost and expenses (including, but not limited to attorneys' fees) arising out of injuries to any person, party or entity, that may arise as a result of any occurrence, negligence, or otherwise during the Applicant's use of the Premises.

Applicant
or
Authorized Representative

Date

This agreement must be received at least 10 days prior to the date for use of the Premises.

The City of Hartford does not discriminate on the basis of disability in the provision of any of its programs, activities or services.