



Wedding Policy Untermeyer Park and Gardens

With its majestic garden spaces open to spectacular views of the Hudson River and Palisades, Untermeyer Park and Gardens offers one of the most elegant settings for an outdoor large wedding in the New York metropolitan region.

A maximum of 3 large scale weddings will be allowed per year at Untermeyer Park and may only take place after 6:00 P.M. There will be only one Saturday large scale wedding reserved during the period from the last weekend of June through the first weekend of September. During that scheduled wedding no other events will be held at Untermeyer Park. Large scale weddings may be held on Fridays, Saturdays and Sundays.

1. A limited number of large scale weddings up to 260 people wholly within the Walled Garden will be allowed every year. A ceremony may be held in the amphitheater overlooking the magnificent Persian Garden. Cocktails may be served on the main upper level of the Walled Garden. A large dinner tent is permitted on the Lower Terrace of the Walled Garden, overlooking the Hudson River and Palisades.

This requires a contribution of \$15,000, the cost of the tent is borne by the wedding party.

2. A limited number of large scale weddings up to 350 people on the Great Lawn and within the Walled Garden will be allowed every calendar year. A ceremony may be held in the amphitheater overlooking the magnificent Persian Garden. Cocktails may be served in the main upper level of the Walled Garden. A large dinner tent is permitted on the Great Lawn.

This requires a contribution of \$15,000, plus a \$2,500 rental fee. The cost of the tent is borne by the wedding party.

3. A deposit of \$5,000 is required, to be refunded after the wedding has taken place.

4. The wedding party must be aware that the gardens are a living work of art, and must be treated accordingly during the event. At the conclusion of the wedding, the grounds must be restored to acceptable condition, including the facility, bathrooms and kitchen. The City reserves the right to charge the wedding party for any damages incurred to any elements of the garden and facilities as a result of the wedding.

5. The event must be catered with an approved catering company. The caterer must provide a menu, staff, rental of all equipment, and open-bar, including a NYS Caterer's Permit liquor license for the event. No food trucks are allowed, all flowers and entertainment are additional fees and will be borne by the wedding party.

6. The wedding party must provide insurance in the amount of \$2,000,000 naming the City of Yonkers as additionally insured. The City will not be liable for any errors, acts, or omissions on the part of outside vendors. All vendors must provide proof of workmen's compensation and liability insurance for onsite staff.

7. The wedding party liaison must work with and through the City's Manager of Events Planner employed by and chosen by the City.

8. Events are allowed 6.5 hours, 5 hours for the event and 1.5 hours for cleanup. Set-up and breakdown as requested and approved in the Special Event Permit Application.

9. Security will be provided by the City of Yonkers Police Department. Any overtime costs will be borne by the wedding party.

10. The wedding party must provide full details of the event to the City's Manager of Events Planner for review and approval, by completing the required Special Events Application (attached). Once completed, the Application will be reviewed and approved by the City of Yonkers Parks, Recreation and Conservation Department. The City reserves the right to approve or disapprove any entertainment to ensure that all events conform to the character and mission of the garden. The tent, exiting and lighting must comply with Building Department and Fire Code Regulations, which will be inspected and approved by the respective City Departments prior to the event.

11. Any evidence of the use of illegal substances associated with the event is grounds for immediate termination without reimbursement of the fees.

12. Burning candles are not allowed. Battery candles look real and may be used. No artificial material, such as confetti, glitter, cloth flower petals, sparklers, plaster bubble containers may be used anywhere on the property.

13. The volume of the band may not exceed the Maximum Permissible Sound Level Limits per the City Code. All music must conclude by 11:00.

14. The use of a generator must be approved by the City.

I have read and acknowledge the terms of the Wedding Policy at Untermyer Park and Gardens.

Print Name _____ **Signature** _____

Date _____