

55 Ober Street, Beverly, MA 01915, Lynch Park  
Phone: 978-921-6067, Fax: 978-927-1386, Email: [jpaddol@beverlyma.gov](mailto:jpaddol@beverlyma.gov),  
[www.bevrec.com](http://www.bevrec.com)

## **Rose Garden Ceremonies: A Quick Guide**

Thank you for allowing Lynch Park to be a part of your special day. We feel certain this beautiful facility will meet your needs. In order to ensure a smoothly run ceremony, please take note of these rules and guidelines:

### **Prior to the ceremony:**

- Payment in full is due at the time of reservation.
- To be eligible for the residency rate either one or both of the people (or their parents) getting married must be a resident of Beverly at the time that their reservation is made. We reserve the right to require proof of residency.
- We recommend all guests be provided with directions to the main entrance of the park. Guests should provide the gate staff with the name of the couple to allow for free parking.
- Unfortunately, we cannot control Mother Nature and suggest you make arrangements with your reception site to accommodate a ceremony, should you need to move indoors.
- There is a non-refundable fee of \$150 for cancellations more than 60 days prior, \$250 for cancellations with less than 60 days' notice due to inclement weather or other circumstances.

### **During the ceremony:**

- Only the vehicles carrying the wedding party (no more than 2 vehicles) are allowed in the vicinity of the Rose Garden. These vehicles must be parked on the hard top, away from the beach.
- No caterers, tents or throwing of rice, birdseed, confetti, etc. are allowed at Lynch Park.
- Chairs may be brought in.
- Alcohol is prohibited.
- Electricity can be wired to the Rose Garden with approximately 200 feet of extension cord which must be provided by you (we suggest your musician(s) see the Garden beforehand to eliminate any difficulty).
- We honor and protect the rights of our neighbors, so there are no speakers allowed in the Rose Garden except for a small amplifier accompanying a keyboard or vocalist. Please keep music at a reasonable level.
- While the fee includes exclusive use of the Rose Garden (park rangers will be on hand to help ensure this), please note that this is a public park and it is common and unpreventable to have bystanders watching your ceremony from afar. This may result in members of the public being seen in the background of photographs.

### **Other information:**

- Subject to availability, we are delighted to make available The Carriage House at Lynch Park for your wedding reception, bridal shower or rehearsal dinner for an additional fee. For more information contact our office at 978.921.6067.

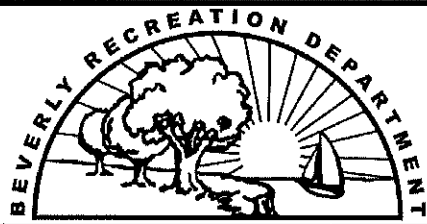
A park ranger will be available the day of your ceremony to provide any last minute information you might need.

Congratulations and enjoy your special day!

*Beverly Recreation Department*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_



**COST SHEET & EXPENSES**

**Rose Garden Rentals**

Event	Resident	Non-Resident	Timeframe
Photos	\$250	\$250	1 Hour
Rehearsal	\$100	\$100	1 Hour
Wedding	\$600	\$1,100	2 hr. (including setup/breakdown)

**Carriage House**

Event	Resident	Non-Resident	Notes
Weddings	\$5,000	\$7,000	Up to 130 people including vendors/staff. 8 Hours including set up/breakdown. Additional necessary setup breakdown time charged at \$500 per hour. <b>*See additional costs</b>
Large Events	\$275/hr	\$325/hr	<100 People including help. Full use of first floor and outdoor space.
Medium Events	\$250/hr	\$300/hr	<60 People including help. Limited use of first floor and outdoor space.
Small Events	\$225/hr	\$275/hr	<35 People including help. Limited use of first floor.

**\*Additional Carriage House Wedding Costs. DOES NOT APPLY TO ROSE GARDEN RENTALS**

Liquor License	\$75	4 Hr. maximum for alcohol. Stop serving after 3.5 hr. Wine and malt beverages only. Bartending service understands "malt beverage" qualifications
Police Detail	\$237.60 for 4 hrs.	Required for all weddings.
Fire Detail	\$267.60 for 4 hrs.	Required by state law for any events with alcohol over 50 people.



# Application for use of the Lynch Park Rose Garden

Attendant One	Attendant Two
Name	Name
Address	Address
City,State,Zip	City,State,Zip
Phone	Phone
Email	Email

Reservation is for:

Photography Only \$250 <input type="text"/>	Rehearsal Only \$100 <input type="text"/>
Beverly Resident Wedding \$600 <input type="text"/>	Non-resident Wedding \$1,100 <input type="text"/>

Requested Date (please allow 30 minutes prior to ceremony for setup and arrival):

Date	Time
------	------

Number of guests:	Number of cars:
-------------------	-----------------

It is expressly understood and agreed that the regulations of the Parks and Recreation Commission are to be strictly complied with, and that the undersigned assumes full responsibility for any damages to or loss of city property in consequence of such use of the facilities as described above and engages to make the same good without expense to the City.

NOTE: Date and time are not reserved until form and payment are received at Beverly Recreation. Confirmation will be sent.

Sign: _____	Date: _____
Print name: _____	Phone: _____