

## 2026 Ceremony Permit

Missoula Parks and Recreation, 600 Clegg Lane, Missoula MT 59801 (406) 552-6657 Fax (406) 552-6275

Permit Requested By \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Event Name: \_\_\_\_\_ # of Participants \_\_\_\_\_

Name of Park: \_\_\_\_\_ Specified: \_\_\_\_\_

Date of Use: From \_\_\_\_\_ To \_\_\_\_\_

Time of Use: From \_\_\_\_\_ To \_\_\_\_\_

- Ceremony permits are issued for stand-up ceremonies in a 3-hour time block.
- Organizers must remove all trash from the facility to prevent forfeiture of deposit.
- There is no electrical access except at Bonner Bandshell and Kiwanis Park.
- There is no water access available at any park, except drinking fountains.

### **CHECK LIST: (Please send separate checks for Fee & Deposit)**

Wedding Fee \$68.00/\$134.00\*

\*Wedding Fee @ Silver Lagoon \$134.00

Deposit Fee \$100

**The Ceremony Permit constitutes the agreement between the parties hereto.**

Missoula Parks and Recreation Approval BY: \_\_\_\_\_

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

***The Permittee has received and Agrees to the Ceremony Permit Terms and Conditions.***

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

Ceremony Size Limits:

- Rose Memorial Park allows a maximum of 100 people.
- Small ceremonies planned in Greenough or other neighborhood parks are allowed a maximum of 40 people. Greenough Park is a low impact park; the designated event site is the open space beyond the second walking bridge.
- Small ceremonies planned in Silver's Lagoon are allowed a maximum of 30 people. Silver Lagoon is a low impact park area; the designated event site is the island area around the SW dock. Chairs may be used but must be walked in from the parking area. No amplification is allowed at the Silver Lagoon wedding site.

The following terms apply:

- No Refunds will be issued for cancelled ceremony permits, please plan carefully.
- Ceremony permits are taken on a first come, first served basis.
- A complete application must be submitted, and the appropriate fee paid before a site and date will be reserved or a permit issued.
- Chairs may be walked to the park area for individuals with disabilities or elderly.
- Receptions are not allowed at wedding sites; the permit is for the ceremony only.
- No tents or canopies are allowed.
- Sound amplification systems are not allowed, except in Bonner, Playfair, McCormick, Rose Memorial, Silver, and Fort Missoula with a completed Amplification Permit.
- Arbor or covering must be hand-carried in and out with prior permission.
- No vehicle or drop-off is permitted outside of the designated parking areas.
- The consumption of alcohol is prohibited without a completed Alcohol Permit.
- Cleanup is required; the venue needs to be left in the same condition as it was before the ceremony. No remnants of ceremony including flowers, balloons, or decorations can be left behind. If necessary, park staff clean-up and labor costs will be deducted from deposit. If costs exceed deposit, permit holder will be invoiced.
- The ceremony permit guarantees no other event is scheduled at the same time in the same area; it does not guarantee exclusive use of the park. Permit holders may place self-supporting signs to notify of wedding. Banners or signs **may not** be affixed to park property/ trees or staked in the ground.
- Ceremony permit does not guarantee acceptable weather conditions; a back-up plan for your ceremony in case of inclement weather is strongly suggested.
- The Permit Holder hereby indemnifies and holds the City of Missoula harmless of and free from any and all loss, damage or injury to any person or persons, whomsoever, or property, arising from any cause or for any reason whatsoever in or about the described facilities; and the USER further agrees to waive all claims against the City on account of any loss, damage or injury from whatever cause which may occur to it and its property in the use and occupancy of said described premises, the giving of this waiver being one of the considerations upon which this Ceremony Permit is granted.
- The Parks and Recreation Department reserves the right to allow more than one permit at a facility, park, or on conservation lands. Will not overlap areas.