

Sanctuary Cove Single Event Contract | Wedding or Memorial Ceremony

This agreement is intended to clearly outline expectations so your event can be peaceful, beautiful, and respectful of Sanctuary Cove and all who visit here.

1. Event & Organizer Information

EVENT DATE

Guest / Organizer Name

Full Address

Phone Number

Email Address

Time Slot (select one):

Morning (Dawn–Noon) Afternoon (Noon–Dusk)

2. Event Size & Fees (Deposit Required)

Please select your event size. The fee and deposit amounts are the same. A deposit equal to the event fee is required to secure your date and will be collected approximately one week prior to your scheduled event. The fee amount will be charged to the same credit or debit card on the day of your event. Your deposit refund will be processed one day after your event is over and takes approximately 5 days to refund to your account.

Elopement / Family (up to 10 total guests) — \$300

Small (11–30 total guests) — \$600

Medium (31–60 total guests) — \$900

Large (61–100 total guests) — \$1,200

Extra Large (101–180 total guests) — \$1,500

Please initial: Important: If your group is substantially larger than your contracted number, you will forfeit your entire deposit.

3. Rehearsal

Do you plan to hold a rehearsal? Yes No If yes, requested date and time:

(Rehearsals are subject to availability and confirmation.)

4. Areas to Be Used

Please select all that apply:

Chapel

Amphitheater

Labyrinth

Other (must be approved in advance — call Caretaker)

5. Cottage Use (Subject to Availability)

Day-of preparation — \$100

Day-of reception (maximum 20 guests) — \$300

Overnight stay (2-night minimum) — \$140 per night plus \$100 cleaning fee

Please initial: In all cases of Cottage use, a maximum of three (3) vehicles may park at the Cottage.

6. Payment & Deposit Policy

- A deposit equal to the event fee is required to secure your date and will be collected approximately one week prior to your scheduled event.
- The deposit will be fully refundable if all policies are followed and the premises are left exactly as found, as determined by an official Sanctuary Cove / All Creeds representative.
- Any charges for damage, cleaning, or policy violations will be deducted from the deposit. Any remaining balance will be refunded.

7. Parking (PLEASE READ CAREFULLY)

Please initial: I have read and acknowledge the Sanctuary Cove Event Parking Policy

- The parking area near the Chapel is for unloading and handicapped parking only (valid placard required).
- No more than two (2) vehicles may remain parked at the Chapel.
- All other vehicles must park in the upper parking lot.
- If additional vehicles are found parked at the Chapel during your event, you will forfeit your entire deposit.
- Guests must be provided with clear parking directions. A map will be supplied for this purpose.

8. Conduct, Noise & Respect for the Space

Please initial: I have read and acknowledge the Sanctuary Cove Event Noise Policy Sanctuary Cove is a meditative, shared space. Events must remain quiet and respectful.

- No large speakers or heavily amplified sound is permitted.
- Yelling, disruptive behavior, or public drunkenness will result in forfeiture of the entire deposit.
- Events do not grant exclusive use of the property. Other visitors may pass through at any time.

9. Food, Beverages & Alcohol

Please initial: I have read and acknowledge the Sanctuary Cove Event Food/Beverage Policy

- Food service is only permitted for Cottage receptions.
- No food is allowed at the Chapel or Amphitheater.
- Non-alcoholic beverages are permitted for weddings and memorials.
- No alcohol is allowed anywhere on Sanctuary Cove property.

10. Set-Up, Timing & Clean-Up

Please initial: I have read and acknowledge the Sanctuary Cove Event Set/Clean up Policy

- Set-up may begin no earlier than sunrise.
- All guests and activities must be off the property by sunset (posted daily at the entrance), unless special permission is granted.
- The area will be cleaned and inspected prior to your arrival. Any issues must be reported immediately.

11. Environment & Wildlife

Please initial: I have read and acknowledge the Sanctuary Cove Event Environment Policy

- Sanctuary Cove is a wild desert environment.
- Wildlife may include rattlesnakes, scorpions, bees, javelina, and Gila monsters.
- These animals and all plant life are protected.
- Harming wildlife or vegetation will result in forfeiture of the entire deposit and possible criminal charges.
- Sanctuary Cove and All Creeds Brotherhood are not responsible for injuries resulting from the natural environment.

12. Decorations & Property Use

Please initial: I have read and acknowledge the Sanctuary Cove Event Decoration Policy

- No permanent attachments or alterations of existing structures or areas of any kind are permitted.
- Free-standing props, portable backdrops, and floral arrangements are allowed.
- No balloons, confetti, flower petals (real or artificial), or litter of any kind.
- Any litter found will result in loss of deposit.

13. Facilities & Utilities

Please initial: I have read and understand the Sanctuary Cove Facility statement

- Electricity is available only at the Chapel and outdoor podium.
- There is one portable restroom on site; it is not handicap accessible.
- There is no running water at the Chapel or Amphitheater.

14. Authority & Enforcement

- Sanctuary Cove and its representatives reserve the right to remove any individual from the property at any time at their discretion.
- These rules exist to preserve Sanctuary Cove for future generations. Thank you for helping us protect this special place.

15. Release of Liability & Agreement

I have read, understand, and agree to abide by all rules and policies outlined above. I understand that violation of this agreement by myself or anyone in my party will result in forfeiture of my entire deposit. I release All Creeds Brotherhood and Sanctuary Cove from any claims of liability arising from injury, inconvenience, annoyance, or death occurring during our event.

Printed Name

Signature

Date

ADMINISTRATIVE USE ONLY

Deposit Received Date: _____ Amount: _____

Event Fee Paid Date: _____ Amount: _____

Deposit Refunded Date: _____ Amount: _____

Notes: _____

Sanctuary Cove 8001 N Scenic Drive, Tucson, AZ 85743 management@sanctuarycove.org
When we receive this completed document, your date is considered secure pending receipt of the required deposit. You will be contacted by Alison Boelts, Cove Event Manager, to process payment and confirm your event. The map below can be found on our website at <https://sanctuarycove.org/weddings>. Contact the Caretaker for a png version to send to your guests to help them find parking. Event parking is in the UPPER LOT ONLY. Thank you!

