



### **Booking the Garden for a Wedding or Wedding Photos**

We welcome your interest in booking the Garden for weddings, commitment ceremonies and wedding photography.

The Garden is a favorite location for couples from the Village and friends throughout the city and the world. Perhaps our most famous event was Miranda's wedding (Cynthia Nixon) in 'Sex and the City.'

Below are some general guidelines to answer your questions about weddings. For more information about reservations for other types of events at the Garden, please contact [Bookings](#).

Please include in the subject line: Other Types of Events.

### **General Information for Weddings & Wedding Photos**

Minimum contribution levels for private use of the Garden are determined by the type of function, number of people and amount of time needed. Your wedding coordinator will inform you of the contribution level during your first conversations. Your contribution is not returnable unless the Garden is closed on the day of your event because of inclement weather or other acts of God beyond the control of the Garden staff. The Garden staff makes the final determination about whether the Garden will be open. If the Garden cannot be open and your event cannot be rescheduled, your contribution will be returned minus a processing charge. If your wedding is canceled for any other reason, your contribution will not be returned.

The Garden is available for ceremonies and photography only; receptions, food and beverages (apart from bottled water), thrown rice, confetti, chairs, rugs and tents are not permitted. For your wedding, the Garden is closed to the general public. There are no restroom facilities at the Garden.

The wedding or commitment ceremony reservation does not include a private rehearsal. You may arrange with our wedding coordinator to do a brief walk-through with the officiate and key members of your party in advance, however the Garden will remain open to the public during that time. The gate staff will be informed that people will be on the lawn for a brief period.



### **Application for Wedding or Wedding Photos**

Inquiries for dates must be made to the the booking department before submitting this application. When the booking department has approved your date, fill out the information requested on pages 2-3, print, sign both pages and mail with your check. See instructions below. Keep page 1 for your reference.

**Names of Couple:** \_\_\_\_\_

**Type of Event :** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Start time:** \_\_\_\_\_ **End time :** \_\_\_\_\_

**Number of people:** \_\_\_\_\_ **Deposit Amount:** \_\_\_\_\_ **Total Contribution Amount:** \_\_\_\_\_

The Wedding party agrees to observe the Jefferson Market Garden's event guidelines and to leave the Garden in the same condition in which they found it. The Applicants and the Wedding Party agree to indemnify and hold the Jefferson Market Garden free and harmless of and from any and all liability and loss, arising from or growing out of a breach of this contract, including but not limited to, attorney's fees, or any accident or other damage to the Applicants or the Wedding Party caused by any guest or staff of the Wedding Party.

Contributions are non-refundable unless the Garden is closed on the day of your event due to inclement weather or other acts of God beyond the control of the Garden staff. The Garden staff makes the final determination about whether the Garden will be open. If we cannot be open and your event cannot be rescheduled, the contribution will be refunded minus a service charge. If your wedding is canceled for any other reason, it will not be refunded.

If you would like to have your wedding photo posted on our online wedding album, please email a copy of the photo to [Bookings](#).  
Please include in the subject line: Wedding Photos.

### **WEDDING COUPLE INFORMATION: To Be Completed by Both Individuals**

**Date of Application:** \_\_\_\_\_

**Applicant 1**

**Applicant 2**

Print first and last name:	
Signature:	
Street Address:	
City, State, Zip Code:	
Home Telephone:	
Cell Phone:	
Email:	

**Make check payable to Jefferson Market Garden and follow the instructions sent to you by email.**  
**If you have not received instructions, please contact [Bookings](#).**  
**Please include in the subject line: Instructions**

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For Jefferson Market Garden Use:  
Persons in Charge that Day: \_\_\_\_\_



Names of Couple: \_\_\_\_\_

Type of Event : \_\_\_\_\_

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

Start time: \_\_\_\_\_

End time : \_\_\_\_\_

### Information For Your Wedding

Please provide the following information when you book the Garden. A representative will be in touch with you the week of your ceremony. You can let the representative know then if there are any changes or additions to this information. **Directions to the garden are on our website:** <http://www.jeffersonmarketgarden.org/>

1. **Name of Designated Organizer:** \_\_\_\_\_ who will be making decisions on-site on the day of your wedding, if other than the bride or groom. If none, the bride or groom will be in charge.
2. **Final number of guests** per your agreement: \_\_\_\_\_
3. **Use of entrances:** \_\_\_\_\_ Guests enter through the front gate. Which entrance will the bride, groom and officiate use? You can let us know in advance or on the day of your ceremony.
4. **Location of the ceremony?** \_\_\_\_\_  
Where will you stand? You can let us know in advance or on the day of your ceremony.
5. Are you having **musicians?** \_\_\_\_\_ How many? Name(s) \_\_\_\_\_  
We request that musicians report to the garden to set up 30 minutes before the ceremony begins.
6. **Audio Equipment:** \_\_\_\_\_ Will an amplifier or microphone be needed? Let us know and our representative will be in touch about rental fees. Musicians must bring their own power cords.
7. Are you having a **photographer?** Name(s): \_\_\_\_\_
8. **Arrival of guests:** \_\_\_\_\_ Will guests arrive on foot, taxi or bus? If you rent tour buses or vans, they discharge passengers on Greenwich Ave and pick up guests on 10th St between Greenwich Ave and 6th Ave. **Directions to the garden are on our website:** <http://www.jeffersonmarketgarden.org/>
9. **Chairs:** A total of twelve chairs are available and can be set up on the lawn before the ceremony. You may designate their location. There are also some benches in the Garden that can be used when taking photographs. We do not permit additional chairs.
10. **Water:** If you would like to have small bottles of water to offer guests before or after the ceremony, order from Greenwich Village Farm across the street at 33 Greenwich Ave. (646) 336-0431 They deliver water and ice to the Garden front gate and we set it up in our red wheelbarrow. Let our representative know you have made this arrangement. Please note, no other beverages are permitted.
11. Will you do a brief **walk-through** in advance? Date: \_\_\_\_\_ Time: \_\_\_\_\_
12. **Update Contact Info:** If you are from out of town or if your contact information changes after you fill out the agreement, keep us updated on local cell, hotel phone etc. for the week before your ceremony.

To finalize your arrangements, you must update this page and email it 7 days in advance of your ceremony to this email address: [BLBrownNYC@aol.com](mailto:BLBrownNYC@aol.com)

By (signature) : \_\_\_\_\_ Date: \_\_\_\_\_