

Sleeping Bear Dunes

National Park Service
U.S. Department of the Interior

Sleeping Bear Dunes
National Lakeshore
Empire, Michigan



Weddings

The outstanding scenic beauty of Sleeping Bear Dunes National Lakeshore provides a beautiful natural setting for weddings. The sweeping vistas and Lake Michigan beaches provide wonderful backdrops for small, intimate weddings. Accommodating weddings that are compatible with the Lakeshore's enabling legislation requires careful planning to protect park resources and limit intrusions on recreational visitors.

Application Procedures

Weddings may be scheduled up to one year in advance and not less than 21 days prior to your ceremony. Applicants must complete the Application for Special Use Permit Form. Include your telephone number, address, e-mail address, number of people, date, time, and exact location from the wedding location list below.

All application and permit fees are nonrefundable and are required to recover the costs to administer permits. The nonrefundable application and permit fees paid by check or money order will be made payable to: "National Park Service".

Applications and fees should be mailed to:

Sleeping Bear Dunes National Lakeshore
Attention: Special Park Uses/Weddings
9922 Front Street
Empire, MI 49630

Telephone inquiries: (231) 326-~~334~~ **4700**

E-Mail: SLBE_Interpretation@nps.gov

Fees

A nonrefundable \$50.00 application fee must be included with your application. After favorable review of your application, a Special Use Permit will be prepared and mailed to you for signature. At that time, a nonrefundable permit fee of \$100.00 must be remitted with your signed permit. An additional charge of \$50.00 per hour will be incurred for a National Park Service event monitor for those outdoor activities of 50 people or more.

Entrance fees into the park are not waived for either wedding participants or guests since recreational benefit is derived. Applicants can contact the Visitor Center to purchase Park Passes in advance.

Permit Conditions

Please note that the wedding permit does not allow the ceremony to restrict other park visitors from the chosen location; nor does it guarantee availability of a specific site.

The approved permit must be in the applicant's possession at the time of the wedding.

The release of any living thing is prohibited.

Birdseed or rice may not be thrown within the park as this provides an unnatural food source for wildlife.

The use of balloons, helium, or other types of decorations will not be authorized so as to preserve the natural scene.

Directional or event signs may not be used within the park.

Picnic areas may not be reserved and are available only on a first-come basis.

The permittee is responsible for the cleanup of all trash from the site. For activities of 25 people or more, all trash generated by the event is to be removed from the park by the permittee.

The permittee and guests must comply with all applicable federal, state, and county regulations.

Tents, tables or other furniture are not allowed at the site of the wedding unless a picnic area is used. Archways or other artificial structures are not authorized so as to preserve the natural scene. A small number of chairs may be permissible for elderly or disabled guests.

Pets must be leashed at all times.

Parking is limited in most locations. The use of car pools or shuttles is recommended and may be required as a condition of the permit.

Amplified music or public address systems are not allowed.

No formal wedding receptions will be permitted.

The time allowed for outdoor events is three hours.

Wedding Permits will not be issued for heavy use periods – Memorial Day weekend, July Fourth weekend, and Labor Day weekend.

A visit to the park is highly recommended prior to finalizing your plans in order to decide on a site for your wedding. Following is a list of available sites and group size limitations.

Locations

The list below identifies the areas in Sleeping Bear Dunes National Lakeshore where weddings may be held. If the proposed areas and parameters conform to this list, standard fees will apply.

However, if an area not listed here is proposed and/or the proposed group size exceeds the maximum group size listed here, additional fees of \$50.00 per employee hour to manage and monitor the permit will be required.

Location	Parking Capacity	Restrooms	Beach Access	Max. Group Size	Availability Dates
Stocking Scenic Drive Overlook #3	Limited paved parking lot 8 vehicles	Yes	No	25	May and June, after Labor Day to Nov. 8
Stocking Scenic Drive Overlook #9 and #10	Limited paved parking lot 30 vehicles	Yes	No	25	May and June, after Labor Day to Nov. 8
Stocking Scenic Drive Overlook #11 (North Bar Lake Overlook)	Limited paved parking lot 15 vehicles	Yes	No	25	May through October
Glen Haven Beach	Limited parking	Yes	Yes	25	Sept. through June
Sleeping Bear Inn Lawn	Limited parking	Yes	Yes	50	Sept. through June
Maritime Museum Beach	Limited parking	Yes	Yes	50	When Museum Closed
Glen Lake Picnic Area	20 vehicles	Yes	Yes	50	All year
Thoreson Road (Sunset Shores Road)	Limited parking along county road	No	Yes	25	All year
Good Harbor Bay Picnic Area	Limited parking along county road	Yes	Yes	50	All year
Good Harbor Bay Beach - 651	Limited parking along county road	Yes	Yes	50	All year
Good Harbor Bay Beach – 669	Limited parking along county road	Yes	Yes	50	All year
Peterson Road	Limited parking along county road	Yes	Yes	50	All year
Esch Road	Limited parking along county road	Yes	Yes	50	All year
Tiesma Road	10 vehicle maximum	No	Yes	40	All year
Historic Farms	Limited parking	No	No	50	All year
South Manitou Island Village Beach	None – Ferry access only	Yes	Yes	25	May through October 10
North Manitou Island Village Beach	None – Ferry access only	Yes	Yes	25	May through October 10

**National Park Service
 Sleeping Bear Dunes National Lakeshore
 Attention: Permits
 9922 Front Street (M-72)
 Empire, Michigan 49630
 231-326-4740**



Application for Special Use Permit

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** A nonrefundable processing fee of **\$50.00** must accompany this application unless the requested use is an exercise of a First Amendment right. You must allow sufficient time for the park to process your request; check with the park for guidelines. You will be notified of the status of the application and the necessary steps to secure your final permit. Your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America as also insured.

Enter either a social security number OR a tax ID number: we do not require both.

Applicant Name:	Company/Organization Name:
Social Security #:	Tax ID #
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Contact name:
Cell phone #:	Telephone #:
Fax #:	Fax#:
Email:	Email:

Description of Proposed Activity (attach diagram, attach additional pages if necessary):

Requested Location(s): _____

DATE(S)

Set up begins: (date and time)	Activity begins: (date and time)	Activity ends: (date and time)	Removal completed (date and time)

Maximum Number of Participants _____ (Please provide best estimate)

Maximum Number of vehicles: (attach parking plan)

_____ Cars _____ Vans/lt.trucks _____ Utl.vans/trucks _____ Buses/oversized vehicles

Support equipment (list all equipment; attach additional pages if necessary)

List support personnel including addresses and telephones; attach additional pages if necessary

Individual in charge of activity on-site (include cell phone number) and authorized to make decisions related to the permitted activity:

- Is this an exercise of First Amendment Rights? Y N
- Have you visited the requested area? Y N
- Have you obtained a permit from the National Park Service in the past?
(If yes, provide a list of permit dates and locations on a separate page.) Y N
- Do you plan to advertise or issue a press release before the event? Y N
- Will you distribute printed material? Y N
- Is there any reason to believe there will be attempts to disrupt, protest or
prevent your event? (If yes, please explain on a separate page.) Y N
- Do you intend to solicit donations or offer items for sale?
(These activities may require an additional permit.) Y N

You are encouraged to attach additional pages with information useful in evaluating your permit request including: staging, sound systems, parking plan, security plans, sanitary facilities, crowd control, emergency medical plan, use of any building, site clean-up, etc.

The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or statements have been given.

Signature _____ Date _____

Printed Name _____ Title _____

Note: This is an application only, and does not serve as permission to conduct any special activity in the park. The information provided will be used to determine whether a permit will be issued. Send the completed application along with the application fee in the form of a credit card payment (see page 3), cashier's check, money order or personal check made payable to **National Park Service** to Chief Ranger at the Park address found on the first page of this application.

If your request is approved, a permit containing applicable terms and conditions will be sent you. The permit must be signed by the responsible person and returned to the park for final approval by the Park Superintendent before the permitted activity may begin.

Notice to Customers Making Payment by Personal Check: When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

NOTICES

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C. 552a) provides that you be furnished with the following information in connection with information required by this application. This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. Applicants are required to provide their social security or taxpayer identification number for activities subject to collection of fees and charges by the National Park Service (31 U.S.C. 7701). Information from the application may be transferred to appropriate Federal, State, and local agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

Paperwork Reduction Act Statement: We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide the park managers the information needed to decide whether or not to allow the requested use. All applicable parts of the form must be completed in order for your request to be considered. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any other aspect of this form to the Information Collection Clearance Officer, National Park Service, 1849 C Street NW. (1237), Washington, D.C. 20240

Title 18 U.S.C. Section 1001 makes it a crime for any person to knowingly and willfully make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

Credit Card Authorization: Please provide Credit Card information below. (All credit card information is kept strictly confidential). **Total Amount Authorized: \$50.00**

Full name as it appears on the card (print clearly): _____

Signature to authorize credit card payment: _____
(Signature)

(Check One): VISA _____ MasterCard _____ Discover/NOVUS _____ AMEX _____

No. _____ Exp. _____ / _____
(Month/Year)