

**Wedding Reception or Private Individual Event
at the Tobacco Warehouse
Basic Event Fees
(these rates do not apply to corporate or non-profit events)**

Description	Rate	Deposit	Due Date
Permit Application Fee	\$25		At time of application.
Weekday Rental Fee (Monday – Thursday) 8 Hours	\$4500	25% upon receipt of invoice.	50% of balance due 6 months prior to the event. Balance paid in full no less than 8 weeks prior to event.
Weekend Rental Fee (Friday – Sunday)	\$5500	25% upon receipt of invoice.	50% of balance due 6 months prior to the event. Balance paid in full no less than 8 weeks prior to event.
Public Holiday Rental Fee	\$6500	25% upon receipt of invoice.	50% of balance due 6 months prior to the event. Balance paid in full no less than 8 weeks prior to event.
Additional Hourly Rate	\$250		Included in overall event fee balance.
Security (refundable)	\$1000		Upon receipt of invoice.

*This document contains basic fees to be used as guidelines in issuing various special event permits at Empire-Fulton Ferry State Park (the “Park”). Amounts charged may vary depending upon the particular details of the proposed activity or event, including but not limited to the scale and scope of the event; administrative and operational impacts; security, health and safety issues; impacts to public use of the Park; impacts to Park grounds and structures; and impacts to the surrounding neighborhood. These basic fee guidelines do not include any additional costs to State Parks (such as overtime labor and security) as a result of the permitted activity or event. All time ranges described in this document include setup, event duration and breakdown. A deposit of 25% of the total event fees will secure the event. At least 50% of the total event fees must be paid 6 months prior to the event. Event fees must be paid in full 8 weeks prior to the event.