



## GROUNDS RESERVATION INFORMATION (2021)

This sheet is provided to help you make arrangements for your wedding/special event.

Contact: The Friends of Concord Point Lighthouse, Inc.  
P.O. Box 212  
Havre de Grace, MD 21078 410-939-3213  
Email: [director@concordpointlighthouse.org](mailto:director@concordpointlighthouse.org)  
Website: [www.concordpointlighthouse.org](http://www.concordpointlighthouse.org)

Donations: To reserve the Lighthouse Tower lawn for a 2-hour private event, please make a tax-deductible donation of \$350 to the Friends of Concord Point Lighthouse. Please note that two-hour reservation also includes one hour for setup prior to your event and 1 hour for tear down/cleanup afterwards.

If you wish to reserve the Lighthouse Tower lawn for an event that is 3 hours or longer, we request a donation of \$500.

We also request a security deposit of \$150, which will be returned within 2 weeks of the event if, upon inspection by a Lighthouse representative, it is determined that the property is being returned in the same condition as when it was rented. This includes removal of items left behind (including trash) and any damage to the premises.

If you are unable to hold your wedding ceremony/special event due to inclement weather, a 50% refund of the rental rate and a full refund of the deposit will be made. See inclement weather information below.

Payment: You may make your donation by cash, check or credit card. Please make checks payable to: The Friends of Concord Point Lighthouse. Checks must be received within 7 days of verbal or email confirmation of booking to hold the date for the event.

Policies: Individuals reserving the Lighthouse Tower lawn must abide by all municipal laws set by the City of Havre De Grace. They will be liable for any damages sustained to the grounds. In addition, you must purchase and show proof of one day event insurance or a rider on homeowner's insurance no later than 2 weeks before the event.

Individual provides: All chairs, decorations, music, parking attendants, etc. Local rentals of chairs, etc. are available.

Decorations: You may place decorations on the same day as the wedding/special event (bows, balloons, trellis, etc.). Chairs may be set up early if your wedding/event is scheduled to start right after the public tour hours. Please ask us for details.

Petals, etc.: Real flower petals may be used in limited quantities. Artificial flower petals must be removed if used. Birdseed and rice are not permitted to be used as they harm local wildlife.

Clean up: All decorations must be removed immediately following the event. Rental equipment should be removed as soon as possible. Failure to remove your decorations and/or personal materials will result in loss of deposit fee. ***The grounds must be left in the same condition as you found them.***

Time: ***The Lighthouse Tower is open to the public from April through October from 10-2 on Saturdays and from 1-5 on Sundays. Weddings/events will not be scheduled during these hours.*** The Lighthouse Tower will be closed during your wedding/event. If you would like to have access to the Lighthouse Tower, you must make special arrangements to have staff on site. The

requested donation is \$100 to open the Lighthouse Tower for the first hour, and \$50 dollars for every hour following.

**Restrooms:** Public restrooms are available a short distance from the Lighthouse at the City Pump Station on Lafayette Street. There are no facilities for dressing, etc.

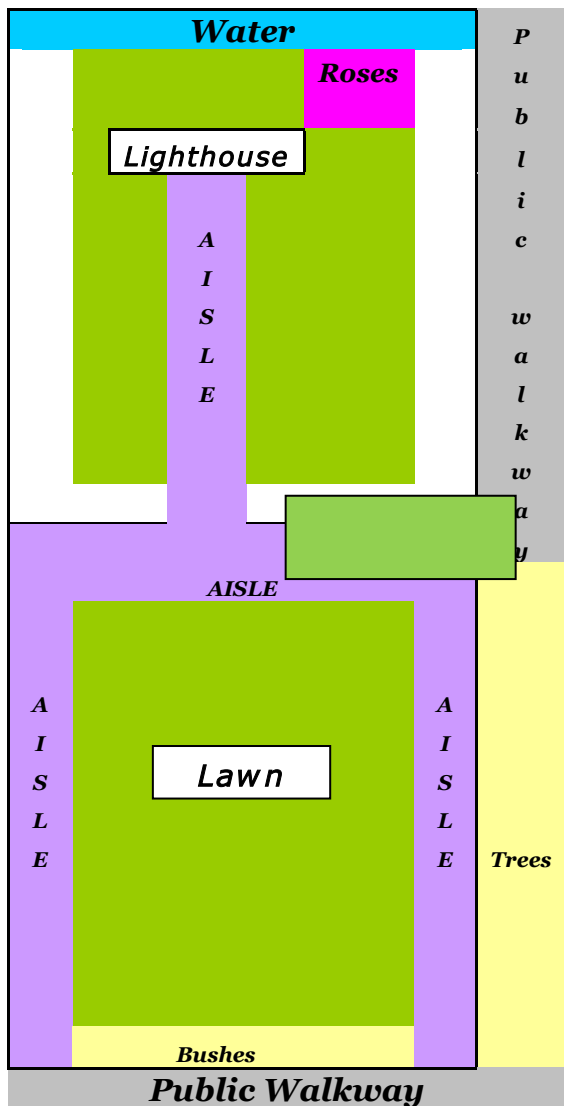
**Electrical:** An exterior 110v AC outlet is located at the base of the Lighthouse Tower, to the left of the entry door. The two exterior lights near the fence on either side of the property do not operate during daylight hours.

**Parking:** On street parking is available on Lafayette and Concord Streets, but may be limited due to the number of visitors to the Havre de Grace waterfront.

**Space:** A diagram is attached showing the space available for your wedding/event. Please do not set up chairs in other grassy areas, as we do not have permission to use that land.

**Inclement Weather:**

- Within 12 hours of event: Hurricane or Tropical Storm Watch, Heat Advisory or Excessive Heat Watch/Warning, High Wind Watch, Winter Weather Advisory, Severe Thunderstorm Watch, Flash Flood Watch.
- At time of the event: Wind Advisory During Event, Observed Heat Index in excess of 103°F, Observed winds in excess of 35 miles per hour.



**Weddings/events are held in the areas colored:**