

# The City of Lewes



## City of Lewes Wedding Information

[www.ci.lewes.de.us](http://www.ci.lewes.de.us)

Reservations in the City of Lewes are based on a maximum four-hour event on a first come first serve basis, unless otherwise specified.

### Wedding Permit Fees:

Canalfront Park:	\$400
George H. P. Smith Park:	\$200
Zwaanendael Park:	\$200
Stango Park:	\$200
1812 Park:	\$200
Mary Vessels Park:	\$200
Roosevelt Inlet:	\$200
Savannah Beach	\$200
Johnnie Walker Beach	\$200
Lewes Shoreline:	\$200

Permit fees are **non-refundable**.

### Wedding capacity per location:

Canalfront Park:	Arbor 200 ppl, Pavilion 20 ppl, Village Green 200+ ppl
George H. P. Smith Park:	Pavilion 75 ppl, Park 200+ ppl
Zwaanendael Park:	Park 100 ppl
Stango Park:	Park 200 ppl
1812 Park:	Park 50 ppl
Mary Vessels Park:	Gazebo 20 ppl
Roosevelt Inlet:	Inlet Beach 100 ppl
Savannah Beach & Johnnie Walker Beach:	Beach 200+ ppl
Lewes Shoreline:	Cape Shores, Pilot Point, & other Lewes beach crossings 150 ppl

Permit allows renter four (4) hours of specified use of property. The specific location for ceremony set-up at one of the beach venues is at the discretion of the renter. Permit time frame for all venues allows for set-up, wedding ceremony, pictures, and breakdown. Nothing from the wedding ceremony or set-up can be left overnight. For all events, loading and unloading of tables, chairs, etc., must take place in city parking lots or on city streets. It is not permissible to drive vehicles onto city park property or on city beaches.

The city parks and beaches and the surrounding environment located within the City of Lewes are subject to all rules and regulations as stated in the Charter, City Code, and in Park Rules (all posted on the City's website).

Depending on the location, wedding party and guests are subject to parking meter fees. Meters located at Savannah Beach & Johnnie Walker Beach are in effect between May 1 and September 30. Meters located at Canalfront Park, 1812 Park and Mary Vessels Park are in effect between May 1 and October 30. All other locations have free or permit parking.

The following items are *allowed*:

- Park areas may be decorated using ribbon, zip ties, or tape, but use of nails, tacks, or staples is prohibited.
- Unity candle on table.
- If you would like to use a sound system, speakers, microphone or other amplification of sound for your wedding you will need to submit an **Amplification Request** form to be approved by the City Manager. Acoustic music is allowed without an amplification permit.
- The use of tents is permitted in Zwaanendael Park, Stango Park, Canalfront Park, George H.P. Smith Park and on the beaches. **Tents must be weighted.**

The following items are *prohibited*:

- Smoking and alcoholic beverages are **prohibited** in all city parks and beaches.
- Flower petals or flower parts used for decoration or in a ceremony.
- Release of animals (including birds and butterflies).
- Birdseed, rice, or any other uncooked grain product used as part of a ceremony.
- Piñatas or other scattering decorations.
- Sparklers, fireworks, and open fires (Bonfire Permits may be obtained for beach events only).
- Beverage or cocktail straws.
- Use of broadcast insecticides ("foggers" or "bug bombs").

## Weddings in Lewes Frequently Asked Questions

### Wedding Ceremony FAQ's

- 1) What venue locations does the City of Lewes offer for my wedding ceremony?

Any city park or beach location can be rented for your wedding ceremony. This includes Canalfront Park, Stango Park, Zwaanendael Park, 1812 Park, Mary Vessels Park, George H.P. Smith Park, Savannah Beach & Johnnie Walker Beach, Roosevelt Inlet, Cape Shores beach line (limited access), Pilot Point beach line (limited access), and the Lewes beach shoreline.

- 2) Where are these parks and beaches located?

You can find information and locations for each park and beach on our Parks & Recreation section of the City of Lewes website. Click on a location to find out more about it. You can also visit the Lewes Chamber of Commerce and get a map of the area.

- 3) Where exactly do I set up my ceremony on the beach or in the park?

Your permit allows you to set up anywhere in the park or on the beach that you have selected. There isn't a particular location the city will make you set up your ceremony nor does the city rope off any areas just for weddings. You will designate a spot to have your ceremony within the park or on the beach. Please remember the parks and beaches are still open to the public even though you have a permit for a wedding so you cannot prohibit anyone from entering the park or beach.

- 4) Why do I need a permit for a wedding on the beach or in the park?

The permit is required for liability purposes. It also serves as a notice to the city police and streets departments that a group event will be taking place during a specific date, time and location should any issues arise. It also reserves the date and location for you so that other events are not scheduled at the same time or same location.

- 5) How much is the permit fee? Is it refundable? How can I pay?

The permit fee is \$200.00 for the beaches and most parks except for Canalfront Park which is \$400.00. The permit fee is non-refundable. That means if it rains you do not get your money back. You can pay the fee by cash, credit card, check or money order.

- 6) Where can my guests park for the ceremony? Is there free parking or is there a fee to park?

Depending on the location, wedding party and guests may be subject to parking meter fees. Meters located at Savannah Beach & Johnnie Walker Beach, are in effect between May 1 and September 30. Meters located at Canalfront Park, 1812 Park and Mary Vessels Park are in effect between May 1 and October 30. All other locations have free or permit parking. Large vehicle parking (RV's, buses, Campers, etc.) MUST coordinate with Lewes PD prior to event for specific parking locations.

7) What happens if it rains?

Have an indoor back up location ready in case it rains. The city does not offer refunds on the permit fee and the city does not have an indoor back up locations for your wedding ceremony.

8) Something came up and I need to cancel my wedding, can I get a refund?

Sorry no. The permit fee is non-refundable. However, we can change the date on the permit, as long as that new date and location are still available.

9) I want to have microphones and music during my ceremony, do I need special permission?

That depends. If you will be using speakers to amplify any sound, whether it is from microphones for the vows or music for the procession then yes you will need to fill out the Amplification Request Form and send that in with your Wedding Ceremony Request Form. Anything that is not acoustic will need the Amplification Request Form.

10) How much time do I have for my wedding ceremony? The permit says 4 hours.

You will be allotted 4 hours for your wedding ceremony. This includes setting up the ceremony area, the actual ceremony and take down of the ceremony area. Nothing can be left on the beach or in the parks overnight. You will be given 2 hours to set up before your ceremony time and then 2 hours after your ceremony time to break down.

11) Who sets up and takes down the ceremony?

You can hire any professional company to come in and set up and take down for you. Some local suggestions include Grand Rental Station in Rehoboth Beach <https://www.227rent.com/>, Dover Rent All Tents and Events <http://www.tentsevents.net/>, and Coastal Tented Events <http://www.tentedeventsde.com/>.

12) What items am I allowed for the ceremony?

You can have almost any type of decoration set up you like for the ceremony. As long as someone can bring it in by hand and take it out by hand. You or any of the companies you hire, cannot drive onto the beach or into the park to set up.

You can have chairs, tents (NO staking tents in the parks), archways, benches, flowers (no loose flowers or loose petals that will scatter), candles, and tables. If you aren't sure just ask.

13) Who will perform the wedding ceremony? How do I get my marriage license?

That is up to you. You will need to find someone who is recognized by the State of Delaware to perform wedding ceremonies. The City does not have anyone to do ceremonies. We know of one local vendor who can do ceremonies [www.DEbeachwedding.com](http://www.DEbeachwedding.com) or you can contact Sussex County Clerk of the Peace to find out if they can perform the ceremony for you.

Marriage licenses can be obtained with Sussex County marriage bureau at the Clerk of the Peace office in Georgetown. The Marriage Bureau issues marriage licenses, officiates Memorable Marriage ceremonies and provides certified copies of marriage licenses issued in Sussex County, Delaware. The office is located at 2 The Circle, 2<sup>nd</sup> Floor Room 226, Georgetown. Contact information and information about marriage license requirements can be found on their website at <https://www.sussexcountyde.gov/marriage-licenses>.

### **Wedding reception FAQ's**

1) Where can I have my reception in Lewes?

There are several options/venues for wedding receptions within the city limits. We encourage booking as much as a year ahead of time to ensure the date you want. Venues include but are not limited to:

- American Legion Post 17- Tiki Bar (302) 645-9965
- The Inn at Canal Square 1-888-644-1911 or (302) 644-3377
- Lewes Yacht Club (302) 645-8596
- Virden Center at UD Lewes (302) 645-4100
- Lewes restaurants:
  - Agave Mexican Restaurant (302) 645-1232
  - Irish Eyes (302) 645-6888
  - Rose and Crown (302) 827-4475
  - Striper Bites Restaurant (302) 645-4657

2) Does the City of Lewes offer any venues for receptions?

No. At this time the city does not have venues that would be suitable for wedding receptions. Alcohol is not allowed in city parks or beaches.

3) Can I rent a beach house for my wedding reception?

This depends on the number of guests. Mayor and City Council amended the business residential rental licenses that prohibits gatherings of 25 persons or more outside a residential rental property effective January 1, 2016. If you plan on having a small wedding reception less than 25 people then you would be fine. More than 25 people you should consider an alternate venue.

4) Can we have amplified music or sound at our wedding and/or reception and how do we get permission?

Yes you can as long as you have permission from the City Manager. You would need to fill out the amplification request form and submit at least 3 months before your intended event date.

5) Who should I contact if I have other questions regarding a wedding in Lewes?

Contact City Hall and ask for the parks and marina administrator at (302) 645-7777.