

**Town of Cape Elizabeth  
Fort Williams Park Wedding Ceremony Application**

Individuals desiring to schedule a wedding ceremony, which will include an assembly of more than 20 persons, shall contact the Cape Elizabeth Community Services for information, regulations and permission. Applicants shall complete this application and forward it to Cape Elizabeth Community Services, 343 Ocean House Rd, Cape Elizabeth, Maine 04107.

Contact Information: (207) 799-2868 or via e-mail at [Kerry.Kertes@capeelizabeth.org](mailto:Kerry.Kertes@capeelizabeth.org)

**Non-Refundable Fee of \$175.00**  
**(Cash or Checks Payable to the "Town of Cape Elizabeth")**

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone Numbers: Day (    ) \_\_\_\_\_ Evening (    ) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Time Requested: \_\_\_\_\_ to \_\_\_\_\_

Location Desired: \_\_\_\_\_

**Goddard Mansion Site: Restricted to < 30 guests, no amplification of music and no receptions allowed at this site.**

Estimated Number of Guests (Including Ceremony Participants): \_\_\_\_\_

Expected transportation (i.e. limos, cars, buses): \_\_\_\_\_

**Ceremony Regulations**

- Ceremonies may include, but not be limited to; wedding ceremonies, commitment celebrations and renewal of vows.
- Ceremonies are not permitted on the Portland Head Light parcel.
- Fort Williams Park is subject to the public drinking laws of the State of Maine and the Town of Cape Elizabeth. There shall be no alcoholic beverages consumed in conjunction with any approved ceremony and/or reception.
- Smoking is not allowed on Park property.
- Tents and/or canopies are not allowed unless used in conjunction with the Picnic Shelter and/or the Ship Cove Picnic Area
- All items must be walked onto public areas.
- A limited number of chairs may be used for elderly and/or handicapped guests, if needed.
- Decorations (including floral) shall be removed immediately after a ceremony.
- Fees is applicable regardless if a facility is rented in conjunction with a ceremony.
- Wedding locations are public open spaces and there may be other ceremonies, members of the public, including children at, or near any, location in the park.

Town Use Only:

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**Application is Considered Pending Until Approved and Confirmed via Email**