



OLD CITY PARK

The Historical Village of Dallas

WEDDING DELIVERY, SET-UP AND TEAR DOWN TIMES

7:00-10:00 am	With advance scheduling from Old City Park management, possible early delivery and set-up times for reception events.
10:00am	Museum opens to the public. NO deliveries or vehicles allowed on the grounds.
10:00am-noon	Contracted walk-in ceremony times. No dressing space, deliveries, vehicles or pre-set
12 pm (noon)	Contracted walk-in ceremony times. No dressing space, deliveries, vehicles or pre-set
2:00pm	Access to the museum grounds and rental buildings for regular wedding event deliveries and set-up. Vendors must drop off deliveries and exit their vehicles from the grounds and then commence set-up. Old City Park may restrict delivery vehicles to one at a time on museum grounds to protect patrons at the museum until 4pm. No earlier access unless contracted by Old City Park management.
3:00pm	Earlier access to the bridal dressing suite for ceremony only reservations that must be out finished by 5:30pm.
3:00-3:30pm subject to availability	Access to bridal dressing and groom's suite for ceremonies and combination packages as contracted. No earlier access unless contracted by Old City Park management.
4:00pm	No reception event can commence before 4pm. No earlier access unless contracted by Old City Park management
5:30pm	Complete tear-down and exit time from museum grounds for ceremony only rentals to accommodate late afternoon/early evening receptions.
6:00pm	Preferable earliest start time for a reception in the Pavilion
11:00pm	Preferable end-time of all wedding receptions at Old City Park.
12:00am	All wedding event clean-up and tear down must be complete or the additional hourly rate will be accessed.
Rehearsals:	Thursday evenings for one hour, on a first come, first serve basis unless contracted at a different time by Old City Park management.
Tent Set-up and tear-down	Tents set-up and break down times are at the sole discretion of Old City Park management. We prefer the night before any wedding event, provided there are no other scheduling conflicts.

Updated: 7/04 and is subject to change or modification by museum management