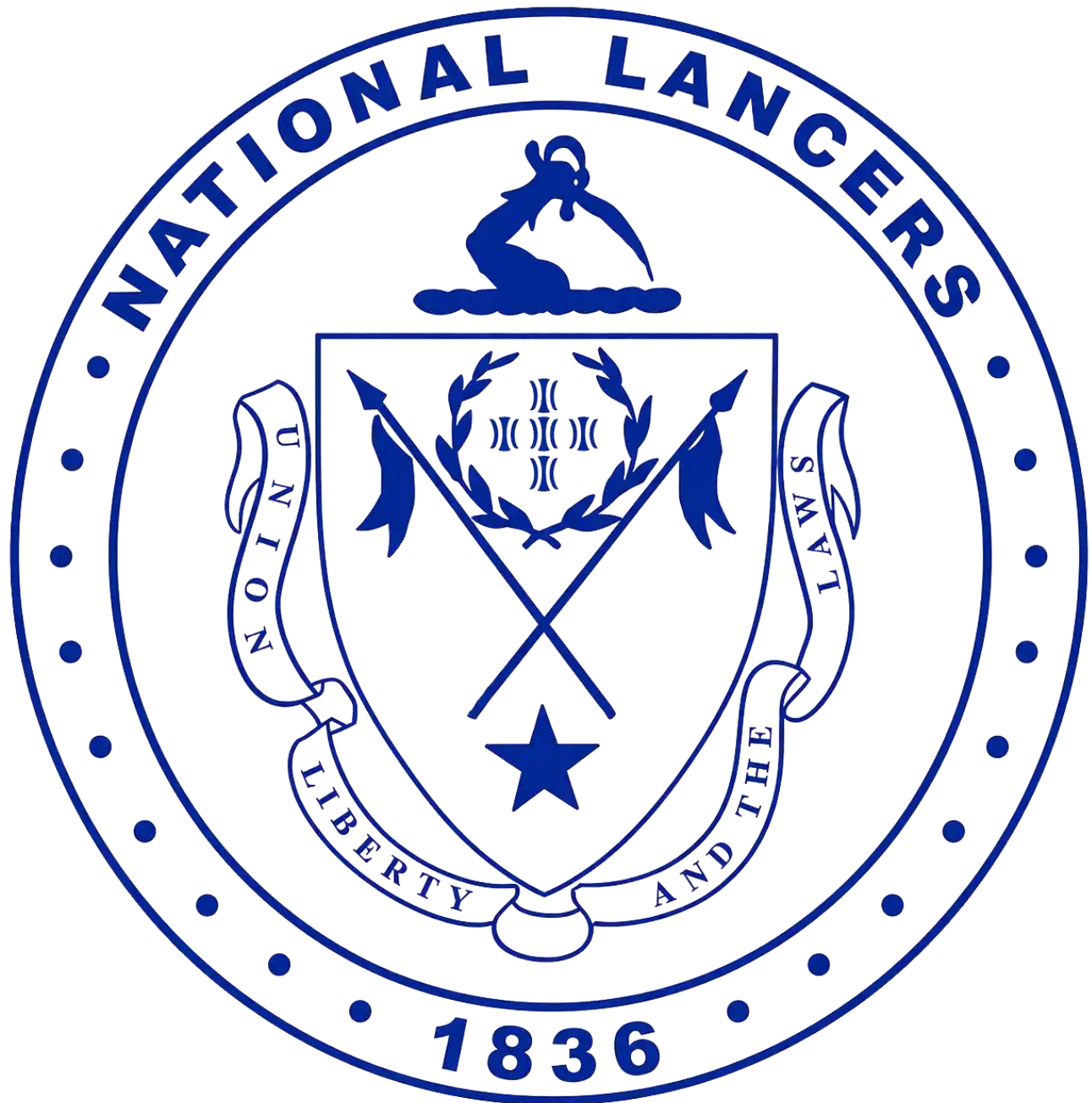


**MASSACHUSETTS NATIONAL GUARD
GOVERNOR'S CARRIAGE RENTAL POLICY**



Joint Force Headquarters
Department of the Army
Massachusetts National Guard
Hanscom AFB, MA
1 September 2026

Massachusetts National Guard Regulation 2026-XX

Military Division: Military Funeral Honors

Governor's Carriage Rental Policy

Summary

This regulation provides guidance, policy, and procedure for the non-military rental of the Governor's Carriage.

Applicability

This regulation applies to the National Lancers and external applicants requesting use of the Governor's Carriage.

Chapter 1: Introduction

1-1. Purpose

This regulation provides guidance, policy, and procedure for the rental of the Governor's Carriage for authorized events.

1-2. Authority

This policy is established under the authority of the Massachusetts National Guard, which maintains and operates the Governor's Carriage for ceremonial purposes. The National Lancers serve as the primary element responsible for the Governor's Carriage.

1-3. Policy

- a. The primary purpose of the Governor's Carriage is for use by the Governor of the Commonwealth of Massachusetts during ceremonial events. Rental for other appropriate events is authorized if it does not interfere with its primary military mission.
- b. All rentals are subject to final approval by the Office of the Adjutant General of Massachusetts and Commander of the Massachusetts National Guard.

Chapter 2: General Provisions for Use

2-1. Prohibited Activities

The Governor's Carriage shall not be used for any purpose that:

- a. Violates local, state, or federal laws.
- b. Could bring adverse public attention to the Massachusetts National Guard.

2-2. Personnel

The rental includes a trained and certified staff to operate the Governor's Carriage, consisting of two horses with riders. The National Lancers are responsible for the care and transport of horses and the Governor's Carriage.

Chapter 3: Rental Rates, Fees, and Payments

3-1. Rental Rate

The standard rental fee is **\$3,000 per day**.

3-2. Included Fees

The rental fee includes:

- a. Travel costs within Massachusetts.
- b. Use of the Governor's Carriage.
- c. Two (2) horses with riders.

3-3. Additional Fees

- a. **Out-of-State Events:** For events held outside of Massachusetts, additional travel costs may be charged.

3-4. Payments

Payment procedures, including acceptable forms of payment and submission deadlines, will be provided by the Rental Coordinator upon application approval.

Chapter 4: Liability and Insurance

4-1. Liability

The applicant assumes all liability for the event. While a trained crew is provided, the applicant is responsible for ensuring a safe environment for the Governor's Carriage, horses, and personnel during the event.

4-2. Insurance

Applicants may be required to submit a Certificate of Insurance with a minimum of \$1,000,000 in general liability coverage, naming the "Commonwealth of Massachusetts, Military Division" as an additional insured. This requirement will be confirmed by the Rental Coordinator.

Chapter 5: Specific Responsibilities

5-1. Applicant

- a. Submit a completed Governor's Carriage Rental Request form a **minimum of 14 days** prior to the event.
- b. Provide the name and contact information of the wedding coordinator or individual to coordinate with the Rental Coordinator to provide all necessary event details, including location, date, time, and specific on-site points of contact.
- c. Ensure the event location is accessible and suitable for the Governor's Carriage and horses.

5-2. Rental Coordinator

- a. Serves as the primary point of contact for all rental inquiries.
- b. Reviews and processes all rental applications.
- c. Coordinates with the National Lancers to ensure personnel and equipment availability.
- d. Issues the final permit or agreement for the rental.
- e. Accepts/verifies rental payment

5-3. National Lancers

- a. Responsible for the transportation and maintenance of the Governor's Carriage.
- b. Responsible for the care, tack, and transportation of horses.

Chapter 6: Cancellations

6-1. Cancellation by Applicant

Cancellations must be made in writing or via email to the Rental Coordinator no later than three (3) days prior to the scheduled event. The refund policy for applicant cancellations will be detailed in the final rental agreement.

6-2. Cancellation by the Massachusetts National Guard

The Massachusetts National Guard reserves the right to cancel any rental without notice if the Governor's Carriage is required for an urgent military mission or due to a state of emergency. In such cases, a full refund will be issued if rescheduling is not possible.

MASSACHUSETTS MILITARY FUNERAL HONORS

GOVERNOR'S CARRIAGE RENTAL AGREEMENT

This Rental Agreement ("Agreement") is made and entered into by and between the **Massachusetts National Guard, National Lancers** ("Provider") and the undersigned applicant ("Renter").

1. EVENT DETAILS

Renter / Organization Name: _____

Primary Point of Contact (POC): _____

POC Phone Number: _____

POC Email Address: _____

Date of Event: _____

Start Time: _____ **End Time:** _____

Event Location (Full Address): _____

Description of Event: _____

2. FEES & INCLUDED SERVICES

Standard Rental Fee: \$3,000.00 per day.

Services Included:

- Use of the Governor's Carriage.
- Two (2) horses with riders provided by the National Lancers.
- Travel costs within the Commonwealth of Massachusetts.

Additional Fees: Out-of-state travel or specialized requests will incur additional fees, to be determined upon application review.

3. TERMS AND CONDITIONS

1. **Purpose & Authority:** The primary mission of the Governor's Carriage is for use by the Governor of Massachusetts during ceremonial events. This rental is authorized provided it does not interfere with the primary military mission. All rentals are subject to final approval by the designated authority.
2. **Prohibited Use:** The Renter agrees that the Governor's Carriage shall not be used for any activities that violate local, state, or federal laws, or any activities that could bring adverse public attention to the Massachusetts National Guard.
3. **Liability & Insurance:** The Renter assumes all liability for the event and is responsible for ensuring a safe environment for the Governor's Carriage, horses, and personnel. The Renter must provide a Certificate of Insurance with a minimum of \$1,000,000 in general liability coverage, naming the "Commonwealth of Massachusetts, Military Division" as an additional insured, prior to final approval.
4. **Site Suitability:** The Renter guarantees that the event location is accessible, safe, and suitable for the navigation and staging of the Governor's Carriage and horses.
5. **Cancellations:**

By Renter: Cancellations must be submitted in writing to the Rental Coordinator no later than three (3) days prior to scheduled event. If cancellation occurs within three days of the scheduled event, the renter will forfeit 25% of their deposit.

By Provider: The Massachusetts National Guard reserves the right to cancel this Agreement without notice if the Governor's Carriage is required for an urgent military mission or state of emergency. A full refund will be issued if rescheduling is not possible.

4. SIGNATURES

By signing below, the Renter acknowledges that they have read, understood, and agree to comply with all terms outlined in this Agreement and the Massachusetts National Guard Governor's Carriage Rental Policy.

Renter / Applicant Signature

Date

Printed Name

Rental Coordinator Signature

Date

Printed Name

