

Two Become One: Weddings at Trinity Chapel

Thank you for considering Trinity Chapel as a location for your upcoming wedding. We hope that we can help make your wedding day a wonderful occasion. The following wedding policy will help answer questions as well as set expectations for the use of the Trinity Chapel facility. Please print the appropriate contract (Member or Non-Member), fill out the information requested, read the following guidelines for use of this facility and return a signed copy of the contract along with your non-refundable deposit of \$100. Reservations are made only after the deposit and signed contract are received and approved by the pastor. Please submit the contract to Trinity Chapel UMC P.O. Box 1203 Tybee Island, GA 31328. May God bless you through the process of marriage.

Weddings can be conducted in Trinity Chapel's sanctuary which has a congregational seating capacity of approximately 160. The pastor is also available to conduct weddings off the church premise. A fellowship hall is available for receptions and rehearsal dinners for an additional fee. A sound system is also available for use in the sanctuary for an additional charge. Wedding parties are welcome to bring their own sound devices and/or musicians with approval from the pastor. All weddings are to be officiated by the current pastor according to an agreed upon order of service unless permission is granted otherwise by the pastor. The pastor reserves the right to refuse a wedding that does not comply with the wedding policy, availability or mission of Trinity Chapel, the South GA Conference or the United Methodist Church. The pastor requires three hours of premarital Christian counseling for the wedding couple if conducting the wedding. This can be scheduled with the pastor. Those seeking a destination wedding may supply documentation of similar counseling from a home church. Counseling is included in the pastor's fees.

There is to be no alcohol, illegal drugs, or tobacco use in the church building. No alcohol or illegal drugs will be allowed on the church property including parking and green space areas. It is the responsibility of the signee to insure all guests comply.

Candelabras are not available and it is the responsibility of the wedding party to provide these items. Please use dripless candles or place plastic underneath the candles to keep wax from dripping on the floor.

Please refrain from using tape on the walls or furniture.

Please do not move any furniture or church property without prior approval of the pastor. Food & drink (besides communion), and birdseed or rice are not permitted

Trinity Chapel United Methodist Church

in the sanctuary or vestibule. The wedding party will be responsible for sweeping off all birdseed or rice from sidewalks outside the church.

All music used in the service must be appropriate for a Christian wedding and needs to be chosen through consultation with the pastor or church organist/pianist if utilized.

A custodian fee is required with each wedding.

Facilities will be available no more than 2 hours prior to the wedding ceremony and up to three hours after the wedding ceremony. All fees must be paid in full upon entering facility.

Wedding Contract

Bride and Groom Information

Bride's name: _____

Groom's Name: _____

Date of Wedding: _____

Time of Wedding: _____

Address where you can be reached prior to the wedding:

Address where you can be reached after the wedding (if different):

Bride's daytime phone #: _____

Groom's daytime phone #: _____

Bride's evening phone #: _____

Groom's evening phone #: _____

Bride's email address: _____

Groom's email address: _____

Member Fee Schedule

<i>Requested</i>	<i>Paid</i>	<i>Description</i>
_____	_____	Use of Sanctuary: \$0.00
_____	_____	Use of Fellowship Hall: \$0.00
_____	_____	Pastor: \$0.00
_____	_____	Pianist: \$150.00
<u> X </u>	_____	Custodian: \$50.00 (required)
_____	_____	Sound System (includes operator): \$25.00

Non-Member Fee Schedule

<i>Requested</i>	<i>Paid</i>	<i>Description</i>
<u> X </u>	_____	Deposit: \$100.00 (required)
_____	_____	Use of Sanctuary: \$200.00
_____	_____	Use of Fellowship Hall: \$100.00
_____	_____	Pastor: \$300.00
_____	_____	Pianist: \$150.00
<u> X </u>	_____	Custodian: \$50.00 (required)
_____	_____	Sound System: \$25.00

Special requests: _____

Agreement

We have read Trinity Chapel's wedding policy in full and agree to comply with it in full. We agree to be financially and otherwise responsible for damages incurred to Trinity Chapel's property by the wedding party or guests of the wedding.

Bride's signature: _____

Date: _____

Groom's signature: _____

Date: _____