

HYDE PARK PRESBYTERIAN CHURCH
3913 Avenue B Austin, TX 78751
(512) 459-7747

WEDDING AGREEMENT

Name of Individual(s): _____

Address: _____ City: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____ Email: _____

Date of Wedding: _____ Time: _____

Approximate number of people attending: _____

Minister performing the ceremony: _____

If you choose to use our minister, four counseling sessions are required at no additional fee.
All outside ministers must be approved in advance.

Building(s) Requested: Sanctuary _____ Mavis' House _____ Wooten Hall _____

* If there is a change in the date, notify Karen Laffere at least 2 weeks in advance.
Changes in dates and times will only be made if they do not conflict with church activities.

RATES:

Sanctuary:	\$450
Wooten Hall	\$200 (for receptions and rehearsal dinners)
Mavis' House:	\$200 (for bridal dressing - maximum of 6 hours)
Minister:	\$350
Pianist:	\$250
Violinist:	\$250
Custodial Fees:	\$200
Damage Deposit:	\$150 (Refundable if no damage). <u>Separate payment please.</u>

*Members will not be charged a fee to use the space but will be required to pay a \$200 custodial fee as well as a \$150 damage deposit.

A Wedding Agreement must be signed and approved at the time of the reservation.

A non-refundable deposit of \$200 is required to hold the event date. This will be applied to the total amount due. **Payment of all fees must be paid at least two weeks before the event.**

Wedding Deposit: _____

Date paid: _____

Total Cost of Use: _____

Date due: _____

Remaining Balance: _____

Date paid: _____

Hyde Park Presbyterian Church Building Use Agreement

1. Weddings and events must not conflict with regular activities of the church.
2. Use of the building(s) is restricted to the area(s) requested.
3. **NO** alcoholic beverages or drugs are allowed in the buildings or on church property.
4. **NO** smoking is allowed in buildings.
5. **NO** food or drink is allowed in the Sanctuary.
6. The sound system in the sanctuary is **NOT** to be altered in any way. All outside sound systems and musical instruments must have prior approval.
7. Thermostats are **NOT** to be adjusted.
8. Decorations must have prior approval and must be removed before leaving. Under **NO** circumstance is anything to be attached to walls, doors, windows or furnishings. A unity candle may be permitted with prior approval. No other candles are allowed.
9. **No** birdseed, rice or confetti is allowed.
10. **No** fresh flower petals are allowed on the sanctuary floor. Silk petals are fine.
11. Children must be supervised by an adult at all times.
12. All weddings and events must be completed by 11:00 p.m.
13. All buildings and grounds are to be left neat and clean to avoid an additional custodial charge.
14. Individuals or groups are responsible for the security of the buildings both during use and while vacating it.
15. Report any damage immediately. Any damage to the buildings or their contents is the responsibility of the group or individual. The facilities will be inspected by church personnel prior to and following each use.
16. The user(s) assumes **ALL RESPONSIBILITY** for any injury or property damage that may occur while on church properties.

I affirm that the individual(s) or group(s) that I represent WILL NOT HOLD Hyde Park Presbyterian Church, its officers, staff or members, responsible for any accident or injury incurred by anyone participating in the event while on church property. In the event of damage, the individuals or group using the building(s) will be responsible for replacement cost or repair.

I agree to abide by the terms and conditions as set forth in the Hyde Park Presbyterian Church Wedding Agreement and Guidelines.

User: _____ Church Representative: _____

Date: _____ Date: _____