St. Timothy's Memorial Chapel

Thank you for considering your wedding at St. Timothy's Memorial Chapel. We hope you will enjoy the beauty of the chapel and the surrounding view. The chapel is open to all denominations for wedding ceremonies of spiritual faith. The chapel was erected in the early 1960s by donors Mr. and Mrs. J.W. Bowman and the founding minister, Dr. Harrison Ray Anderson. They envisioned the chapel to be a religious sanctuary where differences would be transcended and the unity of the whole people of God would be affirmed. Due to that strong conviction, civil or other nonreligious ceremonies will not be considered appropriate. St. Timothy's Wedding/Event Facilitator will be happy to help you with understanding the chapel so that your ceremony at St. Timothy's will be a memorable experience. Your assigned facilitator will contact you with further information.

The following are policies of the chapel:

By signing below the Bride and Groom acknowledge understanding of the Chapel's requirement for a ceremony of religious faith administered by a clergyperson. By signing the couple is also acknowledging the chapel's policies for such ceremony and their observance to those requirements. Deposit is NON-REFUNDABLE for cancellations within 60 days.

- Reservations must be accompanied within 30 days by a check for $500 and this form signed by both the bride and groom. Reservations will not be held beyond the 30-day limit. The $500 will allow rental of the chapel for 3 hours for the wedding. The 3 hours will cover preparation time before the wedding and after. Additional fees will be required if more time is needed. Each additional hour will be $50. Additional time may be subject to other scheduled weddings and must be approved by the chapel administrative committee at the time this contract is submitted. The wedding fee will also cover a 1 ½ hour rehearsal at the chapel.
- Clergypersons must perform all ceremonies at St. Timothy's Chapel. The clergyperson must be cleared by the administrative committee 60 days prior to the wedding and only after the fee has been paid. St. Timothy's would be happy to provide you with a list of possible clergy people and organists.
- No smoking or alcoholic beverages are allowed in the chapel or on the chapel grounds. Exceptions to alcohol will only be for sacrificial alcohol used in some religious ceremonies.
- When decorating for your wedding, please refrain from using tacks, nails, tape or other adhesive material that might be used to install decorations on woodwork, pews, walls or carpeting.
- A unity candle is the only candle permitted.
- Bubbles are recommended instead of rice and/or birdseed which are not allowed. Silk flower petals for the aisle should be kept to a minimum.
- No animals will be allowed in the chapel.
- The wedding party will be responsible for any necessary snow removal for rehearsal and wedding date.
- Our onsite wedding facilitator will contact you with any questions you might need answered.
- Your engagement photo can be added to our wedding calendar along with your booked dates/times. Please check the box at the end of this sentence to include your photo and email the digital photo to use when you return the contract to your wedding facilitator. ☐

Wedding Date: _____ Wedding Time: _____ (Access to the Chapel is then scheduled 1 ½ hr before and 1 ½ hr after this time. Wedding Time is the time that will be posted on our website.)

Rehearsal Date: _____ Rehearsal Time (1 ½ hours): _____

_____ _____ _____

Bride's Signature | Bride's Name (please print) | Date

_____ _____ _____

Groom's Signature | Groom's Name (please print) | Date

_____ _____

Bride/Groom/Contact Person's Address | Phone | Email

_____ _____

Clergy Signature | Date | Print Clergyperson's Name

_____

Clergyperson's mailing address, email & phone: