

# UNITARIAN UNIVERSALIST CHURCH OF TARPON SPRINGS

230 Grand Boulevard, Tarpon Springs, FL 34689

## WEDDING POLICY AND RULES

The use of Church facilities is open to all persons, ALL faiths and officiates authorized to conduct weddings in the State of Florida. The Church will not be available during service hours from 9:00 a.m. to 2:00 p.m. every Sunday.

The rental fee for the use of the Church Sanctuary is \$600.00 which includes the wedding service, set-up time for preparation and photographs on the day of the wedding, a two hour rehearsal on one additional day, parking, and cleaning before and after the wedding. Any additional time can be reserved based on availability for an additional fee. This fee applies whether the wedding is held inside or outside of the Church.

You must sign and return a Wedding Agreement and Release of Liability along with a \$200.00 deposit to reserve the Church. Please make checks payable to the Unitarian Universalist Church of Tarpon Springs. The remainder of the fee is due 14 business days prior to the day of the wedding. Credit cards are not accepted. Your deposit will be refunded on a prorated basis depending on the time of cancellation prior to the wedding day. (90 days - 75%, 60 days - 50%, 30 days or under - no refund.)

You must purchase a special event insurance policy listing the church as an additional insured. You will need to purchase a minimum \$2M / \$1M limit for the event and the dates you will be using the Church facility for set up and tear down. The event policy needs to include the rehearsal date as well as the wedding date. Proof of insurance must be provided no later than 14 business days prior to the wedding date.

You may decorate with live floral arrangements and a runner down the center aisle. Please do not hang, glue or tape anything on the walls of the Church. Flowers may be left (with our appreciation) for our worship services.

All persons applying for use of this facility must provide proof of being at least 18 years of age or older.

A member of the congregation must be present at all times during use of the facility.

Open flames and candles are not permitted.

The kitchen is not approved for food preparation but is appropriate for catered food and light cooking.

Photography is permitted but not flash photography.

Absolutely no food or beverages of any kind are permitted in the Sanctuary or rest rooms.

A responsible person age 21 or over shall be in charge of all beer and wine serving, and in the event that persons less than 21 years are present, the responsible person shall ensure that no under-age consumption of alcohol takes place. The applicant or designee must ensure that guests are not allowed to drive if they appear to be intoxicated. Alcoholic beverages cannot be sold on the Church premises.

The release of helium-filled balloons is not permitted.

Smoking, vaping, electronic cigarettes, and illegal substances are not allowed anywhere on Church property.

A grand piano is available in the sanctuary. Please advise the Church event coordinator if you plan to use the piano.

Prior setup is permitted upon request if it does not conflict with normal Church functions.

**NO FIREARMS OR EXPLOSIVE DEVICES** of any kind are allowed anywhere on Church property.

No equipment, staging, furniture, etc. shall be brought into the facility without prior approval.

Please note only birdseed or bubbles may be used at the end of the wedding. These items may be used outdoors only.

We ask that all music be terminated by 9:00 p.m. on weeknights and 10:00 p.m. on weekends.

The Church accommodates a maximum of 100 seated guests. The stage can accommodate musician(s). Parking is limited to the lot next to 57 Read Street and the public streets where permitted. Please note Read is a one-way street.

Any changes or modification to the above rules must have prior approval of the Board of Trustees of the Church.

You are fully responsible for any and all damage that occurs while your wedding party is using the Church and agree to hold the Church, Board of Trustees, and its employees free and harmless from any loss, damage, liability, cost or expense that may arise during or to be caused by use of the Church property.

Updated 12-31-19