



**St. Mary's**  
CATHOLIC CHURCH  
est. 1855

## A WEDDING CONTRACT

St. Mary's is pleased to offer the use of our Church facilities for your wedding under these terms:

**Preparation:** Both the bride and groom agree to fully participate in the formation process.

**Access: 11:30 a.m. Wedding** – use of the Church is from 11 a.m. to 1 p.m.

**1:30 p.m. Wedding** – use of the Church is from 1 p.m. to 3 p.m.

**Bride's Room-** one hour before the wedding time: vacate before the wedding begins.

**Decorations:** Your flowers are permitted however nothing can be moved or relocated from ours. Pew decorations are allowed. Aisle runners are not permitted. Place nothing on the altar. Your flowers and decorations must be removed immediately following the wedding.

**Building Use Fee:** Everyone is asked to pay a Building Use Fee. A fee of \$250 for parishioners or \$500 for non-parishioners is due with this signed contract. If this fee presents a financial hardship, discuss this with your presider. Please see your particular Building Use Fee below.

**Other Fees:** Please plan on these additional fees payable the week prior to your wedding:

- A professional services fee of \$200 for the organist.
- Requested soloists and other musicians are available at various fees.
- Altar servers (2) fee of \$20 each.
- A security deposit of \$150. Refundable if the facilities are clean when you leave.
- There is no set fee for your presider; an honorarium is acceptable.

**Cancellation:** Cancellation must be made in writing to your presider to receive a refund.

**Wedding Date & Time:** \_\_\_\_\_ **Building Use Fee Due:** \$ \_\_\_\_\_

**Date Paid:** \_\_\_\_\_ **Check Number:** \_\_\_\_\_

We understand and agree to the terms of this contract:

**Bride or Groom's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**St. Mary's Representative Signature:** \_\_\_\_\_

Revised October 19, 2010