

Policies and Guidelines for Weddings at Pequot Chapel

Thank you for your interest in holding your wedding at historic Pequot Chapel. This sheet includes important information for your event and instructions to confirm your reservation.

Chapel capacity:

The chapel comfortably fits 200 people

Chapel Reservations:

A completed reservation form and contract (available for download at pequotchapel.org/weddings) must be filled out and returned with a check for \$650.00 made out to PEQUOT CHAPEL. Your reservation will be confirmed after we receive the reservation form, check, and contract. In the event of a cancellation, \$300.00 will be refunded.

Officiating Clergy:

Only ordained clergy are permitted to perform marriages at the chapel. It is customary to give the minister a fee for services rendered and it is suggested that this be done at the time of the rehearsal or earlier.

Organist:

Qualified guest organists known to you are welcome but not required. Because the Pequot Chapel organ is a complex instrument, any guest organist must be approved by the Chapel's trustees as properly qualified. Other appropriate music may be used. All wedding musicians are independent contractors who set their own fees, which should be paid as mutually agreed no later than the rehearsal.

General Regulations:

You will have up to one hour for a rehearsal prior to the wedding. Out of respect for clergy, musicians, and Pequot Chapel's volunteer Trustees supporting the wedding, please be on time for the rehearsal and the ceremony and honor this time restriction as closely as possible.

Flowers:	For coordination of flower delivery, please have your florist contact Debbie Butler (860-389-0201) for entry.
Runners:	Not permitted at the Chapel
Pew bows:	Must be tied on. The use of the florist tape or plastic clip-on holders is not allowed
Candles:	Candles are allowed on the altar only, by order of the Fire Marshall. The chapel provides the altar candles.
Parking:	Cones will be placed in front of the Chapel for the bridal party and family; neighboring driveways must be kept clear of vehicles.
Bird seed:	The use of bird seed is permitted. Confetti and rice are not allowed.
Proper attire:	All members of the wedding party and their friends are expected to come dressed appropriately for the rehearsal. Bathing suits and bare feet are not permitted.

Please note that following the service nothing can be tossed at the couple inside or outside the chapel. As the Chapel is a place of worship, the Board of Trustees respectfully requests that all members of the wedding party and their guests show reverence and good decorum inside and outside the chapel.

If you have any questions or changes in plans, please contact:

Debbie Butler
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dlb161@yahoo.com