



Hyde Park Presbyterian Church

3913 Avenue B, Austin, TX 78751

(512) 459-7747

WEDDING AGREEMENT

Name of Couple: _____ Contact Number: _____

Address: _____ Email: _____

Date of Wedding: _____ Time of ceremony: _____ Approximate # of people attending: _____

Estimated time of arrival: _____

Minister performing the ceremony (If you have your own): _____

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

Wedding rentals last 4 hours. If you plan to dress and prepare in Mavis' House, the rental lasts 6 hours. A responsible person must meet the HPPC representative at the church at the time requested to have the buildings opened and must be present at all times during the rental.

Wedding rentals include a rehearsal that must be scheduled with the HPPC representative and are limited to 1.5 hours in length.

Select	Space Requested	Rate
	Sanctuary	\$600
	Wooten Hall	\$300
	Mavis' House	\$300
	Minister	\$450
	Pianist	\$250
	Custodial Fee Required	\$250

A **NON-REFUNDABLE deposit** of \$200 is required to hold the date. This will be deducted from the total amount due two weeks before the event date.

A **DAMAGE DEPOSIT** of \$500 is required as a separate payment by check. It will be shredded after use if no damage has occurred to the space(s).

If there is a change in the date, the contact person will 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 or other weddings.

Wedding Deposit: _____

Date paid: _____

Total Cost of Use: _____

Date due: _____

Remaining Balance: _____

Date paid: _____

Hyde Park Presbyterian Church

BUILDING USE GUIDELINES

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, smoking or drugs are allowed in the buildings or on church property.
4. **NO** food or drink is allowed in the Sanctuary.
5. The sound system in the sanctuary can be used but must **NOT** to be altered in any way. All outside sound systems and musical instruments must have prior approval.
6. Thermostats are **NOT** to be adjusted.
7. Decorations 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. All other candles must be LED.
8. **NO** birdseed, rice or confetti is allowed.
9. **NO** fresh flower petals are allowed on the sanctuary floor. Silk petals are permitted inside the sanctuary only and must be picked up after the ceremony.
10. Children must be supervised by an adult at all times.
11. All weddings and events must be completed by 9:00 p.m.
12. All buildings and grounds are to be left neat and clean to avoid an additional custodial charge.
13. Individuals or groups are responsible for the security of the building(s) during use. Buildings are not to be left unattended.
14. Report any damage immediately. Any damage to the buildings, contents, or grounds is the responsibility of the group or individual. The facility will be inspected by church personnel before and after each use.
15. The user(s) assume ALL RESPONSIBILITY for any injury that may occur while on church property.

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 the replacement cost or repair.

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

User: _____ Date: _____

Church Representative: _____ Date: _____