

WEDDING FACILITY CONTRACT
Central Chapel Worship Center
405 West Beverly Parkway

Policy of Central Chapel Worship Center/ Middleton Youth Center (Fellowship Center):

The undersigned agree(s) that Central Chapel Worship Center is not responsible for loss or damage to persons or property belonging to the undersigned or any of the undersigned's employees or guests using Church facilities and, thereby, releases the Church from any claims for loss or damage to persons or property that arise out of or are connected with the undersigned's use of the facilities.

The undersigned agree(s) to defend, hold harmless and indemnify Central Chapel Worship Center, its officers, employees and agents against all claims for loss, damage or injury sustained by persons or property arising out of or connected with the undersigned's use or occupancy of the Church.

The undersigned is/are completely responsible for the facilities and property and assume(s) liability for any and all damages to the Church or other Church property, including personal property, that may occur as a result of the use of the Church pursuant to this agreement.

For any and all services provided, our contract is with the bride and the groom only regardless of who made the payment for the wedding or the service.

In the event of acts of God, technical or human error, Central Chapel Worship Center assumes responsibility only up to the financial amount paid for the particular service by the bride and groom.

1. Please be prepared to pay a non-refundable deposit(s) at the time of signing this contract. THE REQUIRED DEPOSIT IS NON-REFUNDABLE. All monies above the required deposits will be refunded if requested in writing on the Cancellation Form attached to this contract, within 10 days of the contracted wedding date.
2. The Church is inspected before and after your event. Any damage to the building inside or out, the grounds, or the contents of the Church while in your care, will be your responsibility to repair, correct, or replace.
3. If you need the Church for a rehearsal the day before your scheduled event, you must check with the Administrative Assistant first. This is based on the availability of the chapel and is limited to two hours. The Church is cleaned the day before your event. Any additional cleaning needed after a rehearsal would be your responsibility.
4. The Church needs to be left in the condition in which it was received. Please remove decorations, floral debris, and large amounts of trash, signs, candles or lights. All decorations to the walls, benches, or exterior of the Church, must be attached without use of nails, staples or any sharp objects. Any tape that destroys the surface of the walls, pews and other areas will be the responsibility of the wedding party to fix and/or replace.
5. The members, board or agents for Central Chapel Worship Center are not responsible for any injuries or accidents that may occur before, during or after your event while on Church property.
6. No animals are allowed in, on or around the Church grounds.
7. Please do not carry candles down the aisle or set them in unprotected containers.
8. Do not toss anything inside the Church. Any material thrown outside the Chapel must be of an organic nature, i.e. birdseed, flowers, bubbles Etc. Rice is known to injure birds.
9. Any directional signs and/or balloons must be removed directly after your event. Designate someone to remove these signs as you leave the Chapel.
10. THERE IS NO SMOKING AND/OR ALCOHOLIC CONSUMPTION ALLOWED ANYWHERE ON THE CHURCH GROUNDS! Please communicate this to your guests. This include Reception celebrations.
15. No party to the Wedding ceremony is to set, or change the thermostat
16. Use of the Church, per this agreement, is limited to a rehearsal, scheduled wedding ceremony or concert, and gathering for picture taking before and after your event, unless the reception has been planned in advance for the Fellowship Building.
17. Violation of any of the above policies may result in loss of any granted privilege and voids this contract.

Prices and ALL information herein are subject to change without notice. Any contract signed and dated will be honored. Please contact Deanna Oldham for any questions at 850-433-1080

We accept money orders, cash and checks (if paying by check). Full Payment is due ten days before the wedding day.

Please schedule an appointment to deliver the deposit and sign contract. The Bride and/or Groom must be present at the time of signing the contract. Contact Deanna Oldham, Administrative Assistant, for ALL questions – 850-433-1080 or 850-501-1493.

Central Chapel Worship Center
504 West Beverly Parkway
Pensacola, FL 32505

Bride Name: _____

Physical Address: _____

Mailing Address: _____

City, State and Zip Code: _____

Telephone: Home: _____ Cell: _____ Other: _____

Groom Name: _____

Physical Address: _____

Mailing Address: _____

City, State and Zip Code: _____

Telephone: Home: _____ Cell: _____ Other: _____

Wedding contact person: _____ Phone: _____

E-mail: _____

Date and time of wedding: _____

Date and time of rehearsal: _____

Individual presiding over ceremony:

Name: _____

Mailing Address: _____

City, State and Zip Code: _____

Telephone: _____

Central Chapel Facility Lease Information

Please Initial to the left of all services that you will be leasing below:

Central Chapel
405 W. Beverly Parkway
Pensacola, FL 32505

Contact Person: Deanna Oldham
Phone: 850-433-1080
Fax: 439-6743

WEDDING FEES			
_____	Sanctuary Fee	\$300.00	\$100.00 Non Refundable Deposit.
_____	Reception Fee	\$150.00	\$50.00 Non Refundable Deposit.
_____	Sound & Multi-Media	\$50.00	Wedding Day- Sanctuary Only.
_____	Sound & Multi-Media	\$50.00	Rehearsal
_____	Video Recording	\$75.00/Hr.	One Hour Minimum (includes 2 non-edited DVD copy) One Camera
_____	Rehearsal Fee	\$50.00/Hr.	Two hour maximum must be scheduled at the time of contract.
_____	Rehearsal Dinner Fee	\$100.00	4 Hours maximum – Fellowship Hall

Total Amount Due: \$_____ Full Payment will be due on: _____

Today's Deposit Amount: \$_____

_____ By my Initials, I am stating that I have reviewed the prices and am in full agreement with all prices and calculations above.

I have read the Wedding Facility Contract and agree to abide by the stipulations in this document.

The undersigned agree(s) to obey all applicable federal, state and local laws and Central Chapel Worship Center Wedding Facility Contract policy.

AGREED, this the _____ day of _____, 20_____.

Brides Printed Name

Brides Signature

Current Date

Grooms Printed Name

Grooms Signature

Current Date

Church Agents Name: _____

Church Agents Signature _____ Current Date: _____

Cancellation of Wedding Contract

I, _____, on this _____ day of _____ in the year of _____ would like to cancel and void this Wedding Contract entered into with Central Chapel Worship Center. I further understand that if the Wedding Contract broken within ten days of the wedding date I will NOT receive ANY refund of monies paid.

Further, if I cancel the wedding contract before the tenth day of my wedding date I will receive ALL monies paid to Central Chapel excluding the MANDATORY Non-Refundable Deposits paid at the time of the contract.

This form must be delivered and received by Deanna Oldham.

Signature of Bride or Groom

Date

I have received this "Cancellation of Wedding Contract"

Signature of Receiving Agent of the Church

Date