

## **The Wedding Policy      for      Tiki Island Chapel**

Tiki Island Chapel, being a member of the Presbyterian Church USA, is guided by the church's policy concerning the marriage service and weddings.

Marriage is a gift God has given to all humankind for the well being of the entire human family. Marriage is a civil contract between a woman and a man. For Christians, marriage is a covenant through which a man and woman are called to live out together before God, their lives of discipleship. In a service of Christian marriage, a life long commitment is made by a woman and a man to each other, publicly witnessed and acknowledged by the community of faith.

In preparation for the marriage service, the couple should plan on meeting with the minister to discuss the following topics and/or topics of like nature:

1. The legal requirements of the state.
2. The privileges and responsibilities of Christian marriage.
3. The nature and form of the marriage service.
4. The vows and commitments they will be asked to make.
5. The relationship of these commitments to their lives of discipleship.
6. The resources of the faith and the Christian community to assist them in fulfilling their marriage commitments.

This discussion is equally important in the case of a first marriage, a marriage after the death of a spouse, or a marriage following divorce. The request to be married should be made as soon as possible in order for the above-mentioned preparations to take place.

As a service of Christian worship, the marriage service is under the direction of the minister and the Chapel Liaison. The minister of the church will ordinarily officiate at all weddings of Tiki Island Chapel. Others, however, may be invited to participate as leaders in the service at the discretion of the minister. Requests need to be made to the minister of Tiki Island Chapel as soon as possible. If so desired, another ordained and licensed pastor may perform the entire service but again with the minister's discretion. If you desire to use an outside minister, a copy of their ordination certificate/license must be provided with this agreement for approval. Fees payable to an outside minister are handled directly between you and that minister.

The marriage service will ordinarily follow the wedding service guidelines of the Presbyterian Church, but different elements may be added with the minister's approval, in accordance with the church's understanding of marriage services and the Minister's particular guidelines.

Celebration of the Lord's Supper at the service requires the approval of the minister and Chapel Liaison, and care should be taken to see that the invitation to the table is extended to all present. There is no "private" communion in the Presbyterian Church.

Music is under the supervision of the Chapel Liaison of Tiki Island Chapel with oversight from the minister. Music selected should reflect elements of love, compassion, grace, and the faith of the church. This may include the classical/traditional music or some popular music.

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Care should be given regarding the furniture (i.e. pulpit, communion table, and baptismal font) as these are the symbols of the church, and the moving of any of them should be done in consultation with the Chapel Liaison.

No decorations may be nailed, stapled or glued to any fixtures or walls of the church. Items may be taped to chairs but nothing is to be added to the walls. Nothing is to be hung from the ceilings, and no arches installed or built into the church. If major changes in the appearance of the sanctuary are required, then another facility should be considered.

Real flower petals may not be used down the aisle preceding the entrance of the bride, since they can be ground into the carpet.

Because of the danger of tripping and falling, no runner can be used down any of the aisles. Photographers and other wedding vendors should take care in the placement of all equipment cords, as these could cause tripping and injury.

Candles should be the dripless kind and paper should be placed under each for safety reasons. Candles and candelabra are not provided by the church.

Rice should not be thrown at the wedding since it is very slippery, and if eaten by local wildlife, it can cause sickness or even death.

No smoking is allowed in the church buildings or on the church grounds.

No food or drink is allowed in the Sanctuary. Beer and wine are allowed in the Hall with the purchase *by the renter* of a one-day special event alcohol liability insurance policy. This policy costs between \$375 and \$500. Please see Chapel Event Liaison for details of how to obtain this policy. No alcohol can be sold in the Hall. If alcohol is served in the Hall, police coverage is required. Unless the "Total Wedding Package" is selected, police coverage appointments and fees are handled directly between the renter and the Tiki Police Department, and confirmed with the Chapel Liaison. (Police coverage fee is \$30/hour, minimum 4 hours)

Because of the size of our Sanctuary/Hall and the fire codes of the Tiki Island, weddings should not exceed 110 guests.

For those parties using the pavilion for the reception, the church will be locked following the service.

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## Fee Schedule (please check those that apply to your rental)

\_\_\_\_\_ Total Package \$1750

This package includes the use of the Chapel and Reception Hall, along with the balconies and downstairs patio area. Also included in this package is the Chapel Officiant, Organist/Pianist, Chapel Liaison, and police coverage for the reception. This package **does not** include the purchase of the special event one-day alcohol liability insurance policy mentioned in this wedding policy due to fluctuations in pricing.

Security Deposit \$500 (paid at time of reservation and refunded within 2 weeks if all are left undamaged and in order)

\_\_\_\_\_ Get Married + \$1200

This package includes the use of the Chapel and Reception Hall, along with the balconies and downstairs patio area and the Chapel Liaison.

Note: If you desire to use an outside minister, please provide a copy of their ordination certificate/license with this agreement for approval. Fees payable to an outside minister are handled directly between you and that minister. This package **does not** include the purchase of the special event one-day alcohol liability insurance policy mentioned in this wedding policy due to fluctuations in pricing.

Security Deposit \$500 (paid at time of reservation and refunded within 2 weeks if all are left undamaged and in order)

\_\_\_\_\_ Get Married \$750

This package only includes use of the Chapel **or** Reception Hall and the Chapel Liaison.

Note: If you desire to use an outside minister, please provide a copy of their ordination certificate/license with this agreement for approval. Fees payable to an outside minister are handled directly between you and that minister.

Security Deposit \$300 (paid at time of reservation and refunded within 2 weeks if all are left undamaged and in order)

## Optional additions to Get Married+ and Get Married Packages

\_\_\_\_\_ Chapel Officiant \$200

\_\_\_\_\_ Organist/Pianist \$150

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**I have read this policy and agree to its terms.**

**Name of Responsible Party:**

**Address:**

**City, State, Zip:**

**Day Time Phone Number:**

**E-Mail address:**

**Bride:**

**Groom:**

**Date/Time of Wedding:**

**Date/Time of Rehearsal:**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*Responsible Party*

**NOTE:** This reservation is not confirmed on the church calendar until the signed rental agreement and security deposit are received. Remaining fees are due in full 30 days before the wedding and are non-refundable at that point. (Please make a copy of this signed agreement for your records.)

The security deposit and rental agreement should be delivered or mailed to the church at:

Tiki Island Chapel  
Attn: Connie Pratt  
835 Tiki Dr.  
Tiki Island, TX 77554

Thank you.  
Connie Pratt, Chapel Liaison  
281-513-0203 cpratt59@gmail.com

**Other contact information:**

**For renting the Pavillion:**

Village Secretary      Brandee Lawther      409-935-1427

**For Police Coverage:**

Police Chief      Adrun Sustaita      409-935-6579