



**HUNT CHAPEL**  
at PINNACLE MEMORIAL GARDENS

## Hunt Chapel Client Profile

Checking in! We may have already discussed some of these items however please take a moment and look at the information below and fill out accordingly. Please be sure that you read and understand all the information below. Please do not hesitate to contact me should you have any questions or concerns.

**Name:** \_\_\_\_\_

**Event Date(s):** \_\_\_\_\_

\_\_\_\_\_

**Rental Time:** \_\_\_\_\_ **Ceremony Start Time:** \_\_\_\_\_

**Wedding Officiant Contact Info—Name:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**-Will you be using a wedding coordinator and/or have you assigned someone to coordinate logistics for you on your wedding day? If so, please provide their contact information below.**

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**-If not, will you be utilizing the chapel's services to coordinate your rehearsal and ceremony? \_\_\_\_\_ -What is your total guest count? \_\_\_\_\_**

**-Will you need to utilize the chapel's additional chairs?                      YES    NO**

**-Will you be utilizing the Chapel's sound system? \_\_\_\_\_**

**-What décor will you be using in the chapel? Please list below.**

\*All décor must be approved by chapel management prior to the wedding date.

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**Time Restrictions**

- Please do not arrive before your scheduled time. We ask that all chapel and time restrictions will be communicated to and observed by your wedding party, all wedding vendors, and wedding guests.
- All decor and belongings must be out of the bridal suite and chapel by the end of your rental time in order to avoid any additional penalty charges for going over your allotted time.

**The client agrees that the Chapel and time restrictions will be communicated to and observed by their wedding party, all wedding vendors, and wedding guests.**

## Chapel Restrictions

**Any decorations brought to the chapel must be approved prior to the wedding day.**

Please, no asparagus ferns. No items may be taped, nailed, screwed or affixed in any way to chapel pews, walls or anywhere in the chapel. Chapel management must approve all decorations prior to the event. Management reserves the right to refuse decorations that, in our opinion, will be detrimental or damaging to the property.

- No smoking, food, or drinks are allowed on the chapel grounds. (Please be sure your guests are aware of this.)
- We only allow birdseed to be thrown. It must be distributed and **thrown only in the parking lots.**
- Bubbles are allowed but only in the parking area.
- Only limited snacks and bottled water are allowed in the bridal suite and must be disposed of upon leaving. Please no peanuts.
- Real flower petals are allowed but they **must be light in color** as to not stain the chapel's stone flooring. If you wish to have darker colored petals they must be fake.
- Please **no glitter.**
- **Only battery-operated candles are allowed, except in the case of a unity candle, in which the client must provide their own table to hold the candle that allows for no wax to drip on the chapel's stone floor.**
- Animals are NOT ALLOWED in the chapel except in the case of dogs needed by patrons requiring such dogs for medically required sight assistance. In such cases, those patrons will be responsible for the hygiene of the animal and any damages to the chapel as a result of the animal being in the chapel.
- Please do not move or rearrange any of the furniture in the bridal suite.
- The chapel and bridal suite must be left in the condition it was found in order to avoid loss of security deposit or any additional charges due to additional cleaning or any damages.
- Any and all damages to the chapel or chapel property are the responsibility of the party contracting to use the facility.
- Seating is limited in the chapel, so no more than 130 guests may be invited. However we have extra chairs available (\$50.00 rental fee) for additional seating.
- The Chapel reserves the right to ask any guest to leave the premises immediately.

**\*If any of these restrictions are not followed it could result in a loss of your security deposit.**

**Please initial that you have read and understood the above information.** \_\_\_\_\_