

Building and Grounds Use Agreement - Central Park Chapel

Located at: 552 Grove Ave., Holland, MI 49423 *(please do not send mail to this address!)*

Mail wedding contracts and deposit to:

Bob & Laura Van Wyk, 1127 Edna St. SE, Grand Rapids, MI 49507

Wedding of:

Bride: _____ Groom _____ Parking Attendants Names (required):
 Address _____ Address _____ 1. _____
 _____ 2. _____

Bride Phone: _____ Groom Phone: _____ Minister: _____
 (____) _____ (____) _____ Florist: _____

Email: _____ Email _____ **Wedding Coord:** _____

Date of Rehearsal: _____ Time: _____ Photographer: _____

Date of Wedding: _____ Time: _____ Master&Mistress: _____

LESEE HEREBY AGREES TO THE FOLLOWING:

--Please carefully review and share with ALL in the wedding party.

Number of Guests _____

1. The Lessee is responsible for loss or damage to property, facilities, equipment, furnishings, or failure to comply with regulations.
2. **Inform** your Florists, Decorators, Wedding Coordinators, Parents, & Wedding Party **of these Chapel guidelines** to avoid confusion.
3. **Alcoholic Beverages** or **Gum** are **NOT** to be dispensed/consumed in the buildings or on the grounds. **This Venue is Non-Smoking.**
4. Use of additional electrical equipment **must be approved** by the Central Park Chapel Caretaker.
5. Children are to be supervised so they are not a nuisance to the neighbors.
6. Litter must be picked up and placed in trash containers. Confetti is prohibited.
7. All Weddings are held inside the Chapel; there is no outside seating allowed.
8. Flowers/Decorations will leave **NO signs of damage** to the property, including water leakage/stains from floral vases/containers.
9. All Decorations must be removed **immediately** following the wedding ceremony. Caretaker will be happy to assist.
10. Tape, nails, thumbtacks, or staples are NOT allowed. **Use existing nails and existing Command hooks only.**
11. **Dripless Candles** may be used on pulpit area. Battery powered candles may be used throughout the Chapel.
12. Rice or real flower petals are NOT allowed, which stain the rug and sidewalks. May use silk petals or bird seed. Glitter is prohibited.
13. Receptions are not permitted on the grounds.
14. **Rehearsals must be at or after 6 pm and last no more than one hour.** Please be prepared before you arrive.
15. Only the Wedding Party should be present at the rehearsal, including Parents and the Master & Mistress of Ceremonies.
16. Young children should not be brought to the rehearsal unless they are Flower Girls or Ring Bearers.
17. **An Itinerary**, including your plans for the decorating, rehearsal & wedding day, are needed **with the final payment.**
18. Walking is prohibited to neighboring properties. Use white gravel walkway paths.
19. The Fire Dock (one black east on Lake Dr.) is public property for lakefront access.
20. **Busses or limos may NOT idle during the service or park in the street. Call or text drivers when ready for departure.**
21. **Must have two (2) parking attendants to help guests find spots and to enforce parking rules. No parking in the street.**
22. **Parking attendants may not be attendants in the bridal party, as they must remain in the lot until all cars are parked.**
23. A **Non-Refundable** Deposit of \$900.00 will reserve use of the chapel, written to the Central Park Chapel.
24. Balance of \$600.00 due at least one month before the wedding, written to Robert Van Wyk.
25. Central Park Chapel's Caretaker is **present at Rehearsal & Wedding** and is responsible for locking the premises.

Make checks for Reservation Deposit (\$900) payable to: Central Park Chapel

Make checks for remaining Balance (\$600), due one month before the wedding, payable to: Robert Van Wyk

Mail Contract, Deposit and Balance to: Bob & Laura Van Wyk, 1127 Edna St. SE, Grand Rapids, MI 49507

Signature(s) of lessee(s)

Date

Questions regarding weddings can be directed to:

Bob & Laura Van Wyk

616-970-0737

hollandcentralparkchapel@gmail.com (preferred method of communication)