FLORAL AND DECORATION GUIDELINES

In all cases inside the church:
1. Only the altar, candelabra and pews may be decorated.
2. Nothing that is sticky (such as tape or glue) or leaves a hole (thumbtacks or nails) or makes a mark (floral clay) may be used at any time.
3. Decorations may be attached to the ends of the pews using pew clips, soft pipe cleaners or elastic.
4. Decorations may be attached to the candelabra with pipe cleaner-no florist wire.

In our Sanctuary a large gold cross sits behind the communion table. The cross must be:
1. **In full view at all times to all seats and not obscured by flowers or any type of decor.**
2. **If a single arrangement is being used on the communion table, it should be no taller than <u>22 inches</u>.**
3. **If flowers in two arrangements on either end of the table are being used each should be less than <u>three feet</u> wide.**
4. **At no time will the overall look or décor of the church be changed. Any additional décor that needs to be assembled in our Sanctuary or Chapel and then de-assembled afterwards such as any pre-built structure, excessive amounts of fabric or extremely large (anything with a height in access of 5ft or a width in access of 3 ft.) will not be allowed.**

Important Facts:
1. 20 rows of pews in the lower level of the Sanctuary, and 12 in the Chapel.
2. Both facilities have a pair of black wrought iron candelabra, with seven candles in an inverted "V" shape.
4. The church supplies all candles for these pieces.
5. The center aisle of the Sanctuary is 75 feet long.
6. The Chapel aisle is 50 feet long.
7. It is permissible to drop real flower petals down the center aisle only. Please do not use silk flower petals.
8. If a Unity candle is being used all candles and holders must be **supplied by the couple**.
9. All decorations MUST be removed within one hour of the start of the ceremony unless additional time has been purchased in advance. We often have back-to-back weddings, so decoration removal must be efficient and timely.