

RULES FOR RENTAL USE OF PREMISES

For Weddings & Vow Renewals at Holy Innocents Episcopal Church

Each package allows 4 hours including set up, event and clean up.

1. **THE HOURS OF 10 AM THROUGH SUNSET** shall be reserved for weddings and vow renewals at Holy Innocents, except for those calendar days and times that are blocked.

BLOCKED DAYS are as follows:

Sundays and Mondays

New Year's Day

Holy Week (the week leading up to Easter Sunday)

Fourth of July

Thanksgiving Day

Christmas Eve

Christmas Day

2. **NO ACCESS** to any portion of The Rectory (the Priest's residence) shall be available at any time or under any circumstances to any wedding participants, caterers, wedding guests or wedding coordinators and their employees or subcontracted employees.
3. **THE SITE** of wedding activities/ceremonies scheduled on The Lawn shall be restricted exclusively to that portion of the oceanfront lawn that is NOT marked off. The Rectory is a private residence and shall be unavailable at any time or under any circumstances to any wedding participant, wedding guest or wedding coordinator and their employees or subcontracted employees.
4. **RESTROOM FACILITIES** – there is a unisex restroom on the north side of the Parish Hall available for anybody associated with the event.
5. **THE TOTAL NUMBER** of participants for an Oceanfront Lawn Package is 10. (Subject to change due to COVID)
6. **THE TOTAL NUMBER** of participants for either the Queen's Package or the Historic Church Package is 10. (Subject to change due to COVID)
7. **NO CATERED EVENTS** such as receptions are permitted. However, a cake cutting/champagne toast is permitted on The Lawn. The Church sanctuary shall be used for weddings, blessings and related photography only.
8. **ANY EQUIPMENT NEEDED FOR THE CEREMONY** shall be provided by the wedding couple or wedding coordinator. The wedding couple or the wedding coordinator shall be responsible for set up and prompt removal of any needed equipment from Church premises. The Church will provide a round table and six chairs as noted in packages description per couple's confirmation.
9. **PLEASE NOTE** our Church hosts a preschool and is located next to an elementary school. Weddings between the hours of 10 am – 4 pm, Monday through Friday may be affected by the noise levels of these two schools.

Holy Innocents Episcopal Church

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